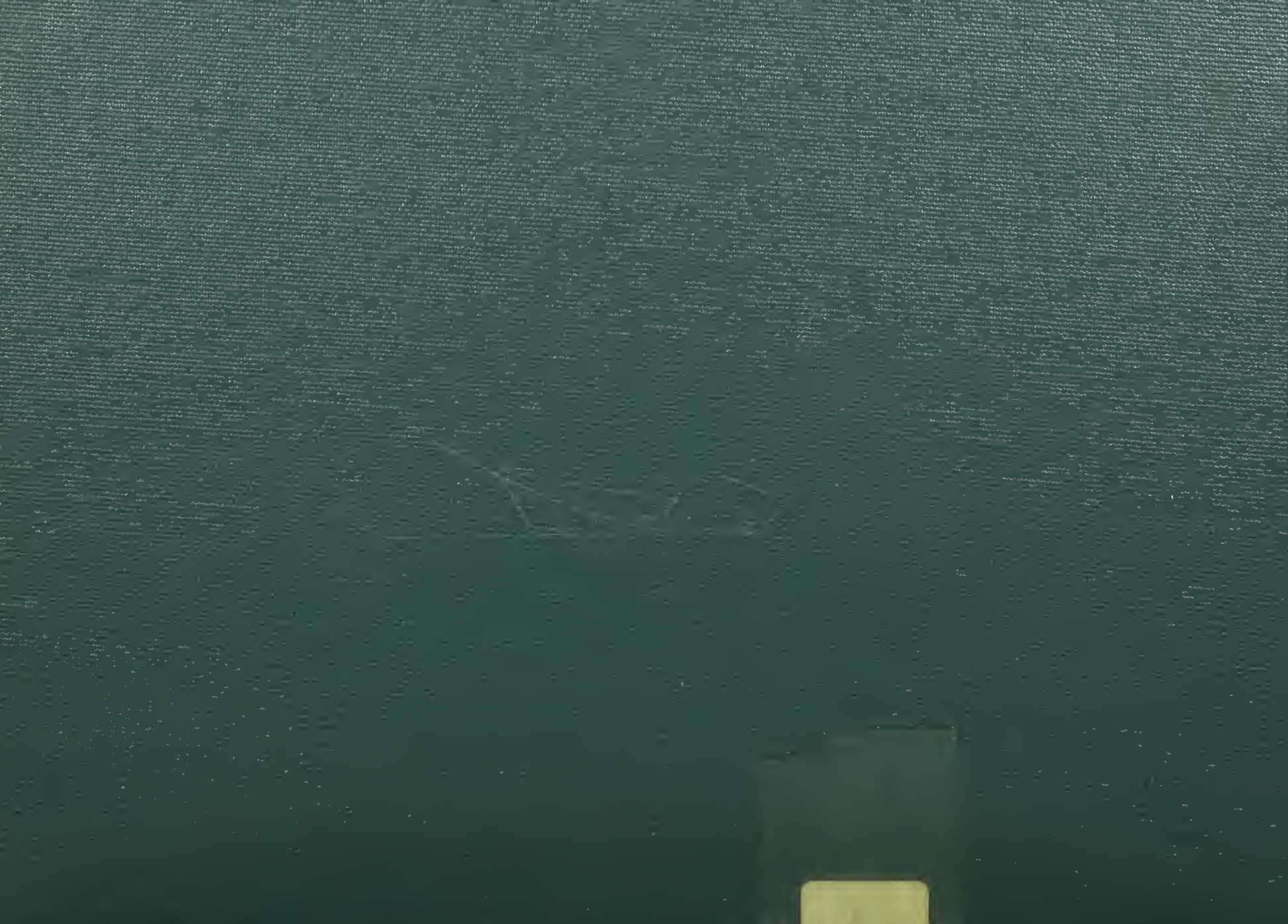

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REFERENCE BOOK

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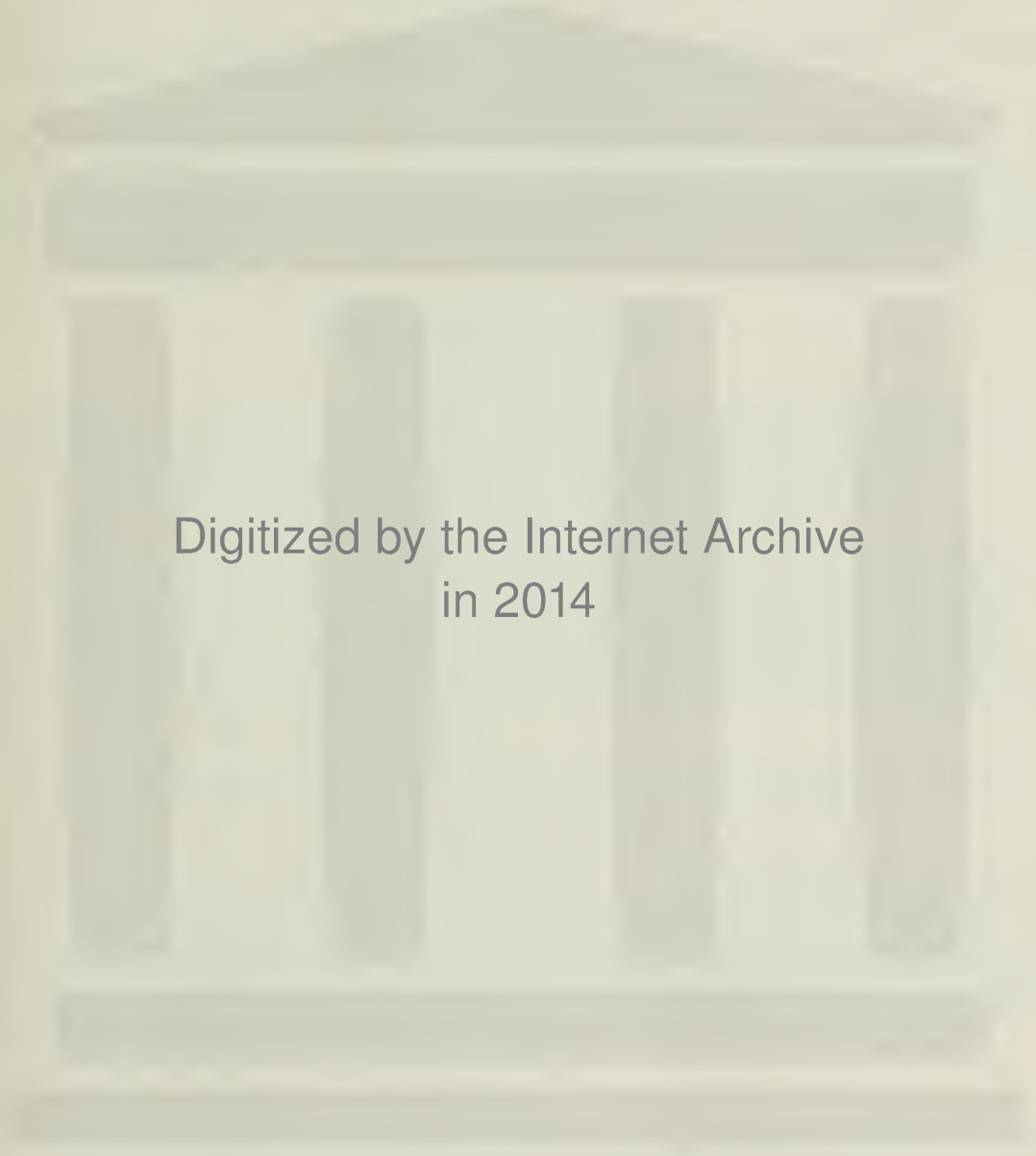

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COMMISSION MEETING

Minutes

January 4, 1978

The regular meeting of the San Francisco Public Library Commission was held January 4, 1978, at the Main Library.

The meeting was called to order at 4:15 P.M. by President Englander.

On roll call, the following were noted present: Commissioners Engalnder, Bransten, Callanan, Richardson, Stern, Weisberg, and Yung.

It was moved by Commissioner Weisberg, seconded by Commissioner Yung and unanimously approved, that the December 6, 1977 Commission meeting minutes be accepted, with a correction on page 5, item number two, under Communications, that the date of closing the Chinatown Branch at 5:00 P.M. should be February 6, 1978, not February 7.

CITY LIBRARIAN'S REPORT
MR. JOHN C. FRANTZ

1. Mr. Frantz and President Englander have met with senior officials of the School District and there will be a continuing joint staff committee to implement the recommendations of the Joint Task Force where possible.

2. There will be a reception on January 24, honoring George M. Fox who recently donated an extremely valuable collection of early children's books to SFPL. Jerome Cushman, Professor of Children's Literature at UCLA will speak on the significance of the Fox Collection in the Commission Room at 5:30 P.M., followed by a reception in the Special Collections Department. A selection of materials from the Fox Collection is currently being exhibited on the third floor of the Main Library.

3. Mr. Frantz asked staff members to report on the LSCA grant proposals which were submitted to the State Library this week.

Roberto Esteves reported on the extension of the Communications Center project. In addition to continuing the currently planned activities, the new proposal asks for funds to install an automated circulation system at the Communications Center, start a project of preparing mutli-media packages, cooperation with a local radio service for the blind, and cooperation with the Oakland Public Library's program of service to the deaf. This grant proposal is for $216,000.

Anne Kincaid reported on the new Asian-American Services project. This would be an effort to provide Asian-Americans with "full" library services. It would deal with the problems of acquiring and cataloging Asian language materials, start collections in languages we do not currently have, and explore cooperation with a similar project at the Oakland Public Library. This project grant proposal is for $110,000.

Miss Kincaid also reported on the new Information and Referral Service proposal which is estimated at a cost of $103,600. This will develop back-up support for local agencies providing community and social information and referral services.

Mr. Frantz reported for Gil McNamee on the extension of the Bay Area Reference Center project. The proposal asks for on-line access to data bases, and would improve the Bay Area delivery services, as well as the extension and improvement of current services. This grant proposal will be for $525,000.

4. The proposed 1978-79 budget request is now in the final draft stages. The new request will be close to last year's request, approximately $10.3 million, but the details will include different items than those requested last year. Included are funds for extension of branch hours, Sunday service at the Main, a one-time project to strengthen branch book collections, ear-marked funds for ethnic and other special collections, an early childhood education specialist, a new bookmobile, an automatic elevator for the Main, and an increase in McNaughton book rental funds.

Public hearings on the budget request are scheduled for January 17, at the Ortega Branch, at 7:30 P.M., and January 18, at the Main Library, at 7:30 P.M. The Commission will hold a special meeting to consider approval of the budget request at 5:00 P.M., Thursday, January 19, in the Commission Room of the Main Library.

FRIENDS' REPORT
MRS. GRACE MACDUFF

1. The Friends announced that they are planning a special book sale on the lawn of the Presidio Branch on Sunday, February 12, from 10:00 A.M. - 4:00 P.M.

2. The Friends are still seeking space in which to collect and organize books for their annual gigantic April book sale. They need a space 60' X 40' preferably on the #1 or #55 bus lines route.

3. The Friends are planning a year-long celebration for the 100th anniversary of SFPL (April, 1979).

4. It was reported that the Friends have invited the new supervisors to a lunch on the 19 of January in the Commission Room of the Main Library.

5. Ms. Marilyn Smulyan and Mr. Doug Engmann were present to give the first public report on the results of the Library Needs Survey. Of the 75,000 questionnaires distributed, 8,000 were completed and returned. Some highlights of the results are:

...over half the respondents rank SFPL services as "good", with only 10% giving the library a "poor" rating.

...94% agree that SFPL should receive increased financial support.

...75% support planning for a new Main Library.

...the biggest complaint: not enough books. Two-thirds of the users gave top priority to improving the book collection before proceeding with other improvements.

...the second biggest complaint, although not mentioned on the questionnaire form, was the self-charge circulation system.

...afternoon hours are most highly used, morning hours the least. Users expressed a strong preference for more weekday evening open hours.

...one-third of the respondents want more foreign language materials.

...comments indicate that most people are pleased with the service they receive from the library staff.

The Friends plan to have a press conference to announce the results to the public in little more than a week from now.

President Englander and the Commission gave their thanks to everyone involved in the completion of this very informative survey.

SECRETARY'S REPORT
MR. GEORGE CERASI

1. The Glen Park Branch should be able to move to its new location in April. Work has commenced on renovations at the new location.

LIBRARIANS' GUILD REPORT
MS. JOAN JACKSON

1. On behalf of Joan Jackson and the Librarians' Guild, Dan Tatko wished the Library and the Commission a Happy New Year.

OTHER STAFF REPORTS

1. None.

KEEP LIBRARIES ALIVE REPORT
MRS. BILLIE PEARL-SCHULER

1. Mrs. Macduff reported for Mrs. Pearl-Schuler that KLA is having a Steering Committee meeting on January 19.

MAIN LIBRARY COMMITTEE
COMMISSIONER MARJORIE G. STERN

1. No report.

LIBRARY RESOURCES & PUBLIC RELATIONS COMMITTEE
COMMISSIONER JUDITH YUNG

1. No report.

LIBRARY EXTENSION COMMITTEE
COMMISSIONER MARILYN K. WEISBERG

1. No report.

COMMUNITY AFFAIRS & LEGISLATION COMMITTEE
COMMISSIONER RAYE G. RICHARDSON

1. No report.

PERSONNEL & STAFF RELATIONS COMMITTEE
COMMISSIONER EDWARD F. CALLANAN

1. It was moved by Commissioner Callanan, seconded by Commissioner Richardson and unanimously approved, that the following resolution #1045, be adopted:

APPROVED, Non-Civil Service Temporary and Recertification of Temporary appointments made during the month of December, 1977.

BUDGET & OPERATIONS COMMITTEE

1. It was moved by Commissioner Bransten, seconded by Commissioner Weisberg and unanimously approved, that the expenditures from the Fuhrman Fund for the purchase of books for the month of December, 1977, in the amount of $593.23, be accepted.

2. It was moved by Commissioner Bransten, seconded by Commissioner Weisberg and unanimously approved, that the following resolution #1046, be adopted:

RESOLVED, that the Library Commission hereby authorizes the attendance of Nancy Kellum-Rose at the Midwinter Conference of the American Library Association, January 22-28, 1978, to be held in Chicago; expenses to be paid from State funds (Public Library Service Act), as such funds permit.

COMMUNICATIONS

1. A letter from Lucille Ramstetter, Director of the Retired Senior Volunteer Program, was read to the Commission. Ms. Ramstetter just wished to acquaint the Library Commission with the senior citizens' use of the neighborhood libraries, especially the early afternoon programs.

NEW BUSINESS

1. It was moved by Commissioner Callanan, seconded by Commissioner Richardson and unanimously approved, that the new Committee Re-Organization Structure that President Englander had proposed be adopted. (SEE ATTACHED)

The Commission members were asked to indicate their Committee assignment preferences to President Englander, who will announce the assignments next week.

2. Mr. Richard Walsh, the Library's new Operations Analyst, was introduced to the Commission.

ELECTION OF OFFICERS

It was moved by Commissioner Callanan, seconded by Commissioner Richardson and unanimously approved by a roll call vote, that the Commission adopt the recommendations of the Nominating Committee and electing President: Commissioner Englander; First Vice-President: Commissioner Stern; and Second Vice-President: Commissioner Bransten. A further recommendation of the Nominating Committee was that in future years, office holders should rotate annually. This last recommendation should be carried out with prudence and flexibility and not become a formal part of the Commission By-Laws.

ADJOURNMENT

There being no further business to transact, the January 4, 1978 Commission meeting was adjourned at 6:20 P.M. in honor of Miss Effie Lee Morris, Coordinator of Children's Services, who has resigned from the staff of SFPL.

The next regular meeting will be held Tuesday, February 7, 1978, at 7:30 P.M., in the Anza Branch Library.

Respectfully submitted,

George Cerasi

GEORGE CERASI
Secretary
San Francisco Public Library Commission

NEW COMMITTEE STRUCTURE

External Affairs Committee

- Public Relations Policy
- Inter-library cooperation
- School-library relations
- Civic and neighborhood liaison

Finance Committee

- Annual budget preparation
- Fuhrman Fund
- LSCA project grants
- CLSA Grants
- Supplemental appropriations

Operations Committee

- Main and branch hours
- Buildings and grounds
- Security

Personnel Committee

- Liaison with Civil Service
- Temporary appointment resolutions
- Affirmative action
- Staff scholarships, in-service training
- Guild relationships

Planning Committee

- Master plan development
- Building programs, capital improvements
- New main library plans
- Liaison with City Planning Department

Resources and Services Committee

- Acquisition and selection policies
- Programming for adults and children
- Intellectual freedom
- Gifts and bequests
- Technical services

(January 4, 1978)

January 4, 1978

RESOLUTION NO. 1045

RESOLVED, that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of December 1977 be approved:

Part-Time Custodian 2708
Samuel Razo

PT Page 3602
Chew, Betty
Nakano, Kristine
Szeto, Frank

AND FURTHER, that the following resignations of non-Civil Service, part-time and temporary positions be accepted:

Full-time Page 3602
Case, Michael

3602 PT Page
Gordon, Bernard
Higgins, Daniel
Shue, Dale

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SAN FRANCISCO PUBLIC LIBRARY

SPECIAL COMMISSION MEETING

Minutes

January 19, 1978

The special meeting of the Library Commission was held January 19, 1978, in the Main Library.

The meeting was called to order at 5:10 P.M. by President Englander.

On roll call, the following were noted present: Commissioners Englander, Bransten, Callanan, Stern, Weisberg, and Yung. Commissioner Richardson was excused.

SPECIAL ORDER OF BUSINESS

After a brief discussion on the items and figures of the 1978-79 Library Budget Request, in which it was decided that the item of a private contract for new security guards at the Main Library be deleted, it was moved by Commissioner Bransten, seconded by Commissioner Yung and unanimously approved by a roll call vote, that the Commission adopt the 1978-79 Budget Request as submitted by the Finance Committee.

Commissioner Stern had requested that in future years the Finance Committee should meet a week before the approval of the budget request by the Commission and that fact sheets on the budget request should be made available at this meeting.

President Englander thanked Commissioner Bransten, the Finance Committee members, Mr. Frantz, Mrs. Sullivan, and the library staff for all their time and effort in submitting the budget request.

ADJOURNMENT

There being no further business to transact, the special commission meeting was adjourned at 5:30 P.M.

The next regular meeting will be held Tuesday, February 7, 1978, at 7:30 P.M., in the Anza Branch Library.

Respectfully submitted,

George Cerasi

GEORGE CERASI
Secretary
San Francisco Public Library Commission

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COMMISSION MEETING

Minutes

February 7, 1978

The regular meeting of the San Francisco Public Library Commission was held February 7, 1978, at the Anza Branch Library.

The meeting was called to order at 7:40 P.M. by President Englander.

On roll call, the following were noted present: Commissioners Englander, Bransten, Callanan, Stern, Weisberg, and Yung. Commissioner Richardson was excused.

It was moved by Commissioner Bransten, seconded by Commissioner Stern and unanimously approved, that the January 4, 1978 Commission meeting minutes be accepted.

It was further moved by Commissioner Callanan, seconded by Commissioner Yung and unanimously approved, that the January 19, 1978 Special Commission meeting minutes be accepted.

CITY LIBRARIAN'S REPORT
MR. JOHN C. FRANTZ

1. Mr. Frantz gave a short report on his attendance at a planning meeting for the Governor's Conference, a preliminary to the White House Conference on Libraries and Information Science. He stated that the California Conference will take place in March of next year, and there will be some pre-conferences to this meeting.

2. He also reported that there is some apprehension among cities and counties about the Jarvis Initiative, and its effect on library funding. At this time, however, Mr. Frantz was not ready to recommend any action by the Commission.

3. Mr. Frantz commended the Office of Children's Services for all the fine programs organized for the months of February and March.

4. The Librarian's Office has produced a guide to the branch libraries by supervisorial districts. Mr. Frantz stated that this first edition is more of a prototype and that he hopes to improve succeeding editions.

5. Commissioner Bransten and Mr. Frantz reported on their two-day trip to Washington, D.C. in which they visited the Library of Congress, the Folger Shakespeare Library, the U.S. Office of Education and the National Endowment for the Humanities. They talked with many people about plans for a city-wide "Celebration of the Book" in San Francisco, for the spring of 1979. Mr. Frantz stated that he will be submitting ideas (plans) to the Library Commission for their approval relative to the programs for the Library's Centennial celebration.

It was moved by Commissioner Bransten, seconded by Commissioner Stern and unanimously approved, that the following Resolution #1055, be adopted:

WHEREAS, legislation authorizing the establishment of a public library to serve San Francisco was enacted on March 18, 1878; and

WHEREAS, the library opened its doors for service on June 7, 1879; and

WHEREAS, this century of library tradition should not be allowed to pass without conspicuous public notice; now, therefore, be it

RESOLVED, that the San Francisco Public Library Commission authorizes a city-wide Celebration of the Book in the spring of 1979 to honor and commemorate this library centennial by means of exhibits, displays, notable speakers, city-wide publicity and similar programs.

6. Mr. Frantz had attended and enjoyed the Swearing-In Ceremony for Commissioners Englander and Bransten that morning in the Mayor's Office. Both had been reappointed and the Mayor spoke with praise for the Library Commission as a whole.

7. Ms. Margaret Ysturiz and Ms. Dolores Gater, Librarians at the Anza Branch were introduced to the Commission.

* * * *

President Englander took this time to ask the Commission to take action on a motion he wished to make in connection with the Jarvis Initiative. The motion was to draft a letter to the Mayor communicating the Library Commission's alarm and concern for the future of library services in this City if the initiative is passed.

It was moved by Commissioner Bransten, seconded by Commissioner Yung and unanimously approved by a roll call vote, that such a letter be drafted and approved by the entire Commission before it is sent to the Mayor.

The Commissioners requested more information and literature to study on the Jarvis Initiative before taking any kind of action.

SECRETARY'S REPORT
MR. GEORGE CERASI

1. It was reported that there is some Title II money available for painting for which the Library has submitted a request.

LIBRARIANS' GUILD REPORT
MR. JOAN JACKSON

Ms. Florence Mitchell reported for the Librarians' Guild.

1. Three grievances were reported to the Commission by the Guild. They are: First, the Library is in violation of the Memorandum of Understanding because the departmental personnel rules were to have been published 60 days after completion of the MOU and as yet, this document has not been received; second, the Guild will oppose the page hours item in the budget on grounds that it is insufficient, particularly in view of the administration's failure to get a supplementary request through; and third, that the Library is in violation, along with the Federal Government, of the CETA Act, in not allowing CETA librarians to participate in the Reduced Work Week program.

In regard to the third, Mr. Frantz is writing a letter asking reconsideration of the decision by CETA officials.

2. There was a report on the concern of the North Beach Branch staff due to the selling of neighborhood parking permits in the branch. It was stated that this project may leave the branch open to theft, vandalism and other similar dangers. President Englander stated that he will explore this matter further with Mr. Frantz on Friday, February 10th, in order to establish a policy for this and similar projects in the branches.

OTHER STAFF

1. No reports.

FRIENDS' REPORT
MRS. GRACE MACDUFF

1. The Library Needs Survey results are just about ready to be sent to the printer. The results have not yet been broken down by supervisorial districts, due to lack of funds, but this may be accomplished before the printing is finished.

2. On January 19th the Friends held a successful luncheon at the Main Library for the new Board of Supervisors and their aides.

3. On February 12th between 10:00am and 4:00pm, the Friends will hold a Book Sale on the lawn of the SFPL Communications Center (Presidio Branch). Their large annual sale will be held May 5-7 at Pier 2, Fort Mason.

President Englander stated that when the Commissioners have received the final printed copy of the Library Needs Survey results he plans to have a four hour meeting of the Commission to discuss it thoroughly. Recommendations made at this meeting will be referred to the Planning Committee for implementation, if possible.

KEEP LIBRARIES ALIVE REPORT
MRS. BILLIE PEARL-SCHULER

1. KLA will hold a meeting at 7:30pm on February 8th at the Main Library in the Lurie Room, for the purpose of organizing a Supervisor's district liaison group.

EXTERNAL AFFAIRS COMMITTEE
COMMISSIONER MARJORIE G. STERN

1. Commissioner Stern reported that her Committee will meet the fourth Thursday of every month at 12:00 noon in the Commissioner's Room, starting with the 23rd of February.

OPERATIONS COMMITTEE
COMMISSIONER JUDITH YUNG

1. No report.

PLANNING COMMITTEE
COMMISSIONER MARILYN K. WEISBERG

1. Commissioner Weisberg reported that her Committee will meet on the third Thursday of every month at 10:00am in the Commissioner's Room, starting with the 16th of February.

RESOURCES AND SERVICES COMMITTEE
COMMISSIONER EDWARD F. CALLANAN

1. After a brief discussion, and the reading by Commissioner Callanan of a letter from Mayor Moscone, which concerned abolishing overdue fines for senior citizens, it was moved by Commissioner Weisberg, seconded by Commissioner Yung and unanimously approved by a roll call vote, that the following Resolution #1056, be adopted:

> WHEREAS, Mayor George R. Moscone has requested that the Library Commission consider eliminating fines for overdue books for senior citizens; and
>
> WHEREAS, the Library Commission wishes to cooperate with the Mayor and agrees that our senior citizens deserve every consideration; and
>
> WHEREAS, senior citizens as a group are usually the least frequent violators of due dates for library materials; and
>
> WHEREAS, a policy would reduce revenue from overdue charges by only an estimated $3,800; now, therefore, be it
>
> RESOLVED, that the San Francisco Public Library Commission hereby adopts the policy of eliminating fines for overdue books for users of the library who can show evidence of being 65 years of age or older.

2. A proposal by Commissioner Callanan to waive overdue fines for materials borrowed by the physically handicapped was referred to Roberto Esteves for recommendation.

Further study will be made on the possible discontinuance of overdue fines for everyone.

PERSONNEL COMMITTEE
COMMISSIONER RAYE G. RICHARDSON

1. It was moved by Commissioner Callanan, seconded by Commissioner Stern and unanimously approved, that the following Resolution #1048, be adopted:

> APPROVED, Non-Civil Service Temporary and Recertification of Temporary appointments made during the month of January, 1978.

FINANCE COMMITTEE
COMMISSIONER EDWARD BRANSTEN

1. It was moved by Commissioner Bransten, seconded by Commissioner Weisberg and unanimously approved, that the expenditures from the Fuhrman Fund for the purchase of books for the month of January, 1978, in the amount of $313.30, be accepted.

2. It was moved by Commissioner Bransten, seconded by Commissioner Stern and unanimously approved, that the following resolutions be adopted:

RESOLUTION #1047

RESOLVED, that the Library Commission hereby authorizes the attendance of City Librarian, John C. Frantz for conferences at the Library of Congress, the Folger Library, the U.S. Office of Education and the National Endowment for the Humanities from Febrary 1-4, 1978 in Washington, D.C.; expenses to be paid from City travel funds, as such funds permit.

RESOLUTION #1049

RESOLVED, that the Library Commission hereby authorizes the attendance of William Ramirez at the Council meeting of the California Library Association on February 4, 1978 in El Segundo, California; expenses to be paid from State funds (Public Library Services Act) in accord with no. 12-n of the Library's Plan of Service, as such funds permit.

RESOLUTION #1050

RESOLVED, that the Library Commission hereby authorizes the attendance of Anne Kincaid at the Council meeting of the California Library Association on February 4, 1978, and the CLASS (California Library Authority for Systems and Services) meeting on February 3, 1978 in El Segundo, California; expenses to be paid from State funds (Public Library Services Act) in accord with no. 12-n of the Library's Plan of Service, as such funds permit.

RESOLUTION #1051

RESOLVED, that the Library Commission hereby authorizes the attendance of Glenda Hooper at the Library Services for Older Adults workshop at the University of California Extension, March 8 and 9, 1978; expenses to be paid from Communications Center funds, as such funds permit.

RESOLUTION #1052

WHEREAS, the National Historical Publications and Records Commission has funds available for grants to states and localities for the care and management of archival and historical materials; and

WHEREAS, the San Francisco History Room and Special Collections Department have unorganized and deteriorating collections of archival and historical materials; now, therefore, be it

RESOLVED, that the City Librarian be, and hereby is, authorized to submit a proposal to the National Historical Publications and Records Commission for the organization and presentation of such materials held by the San Francisco Public Library.

RESOLUTION #1053

AUTHORIZING APPROVAL AND SIGNATURE OF AGREEMENT NO. 7857 BETWEEN THE SAN FRANCISCO PUBLIC LIBRARY AND THE STATE LIBRARIAN OF THE STATE OF CALIFORNIA FOR A PUBLIC LIBRARY SERVICES GRANT.

WHEREAS, the State of California under the Public Library Services Act of 1963 provides for financial assistance to public libraries, including per capita grants for financing improved services in libraries; and

WHEREAS, the San Francisco Public Library is eligible for a grant in the sum of Twenty Thousand Four Hundred Eighty-five dollars ($20,485.00) as specified in Agreement No. 7857; and

WHEREAS, Resolution N. 94077 (File No. 253-77-3) adopted by the Board of Supervisors of the City and County of San Francisco, on November 21, 1977 approves the application for and authorizes the acceptance of said State funds; therefore, be it

RESOLVED, that John C. Frantz, City Librarian, is hereby authorized to sign Agreement No. 7857 between the San Francisco Public Library and the State Librarian of the State of California as our representative.

RESOLUTION #1054

RESOLVED, that the Library Commission hereby authorizes the attendance of Gilbert W. McNamee and Thomas S. Fowler at a meeting regarding continuing education in California at the Los Angeles Public Library on February 24, 1978; expenses to be paid by the Bay Area Reference Center funds, as such funds permit.

COMMUNICATIONS

1. Mr. Cerasi read a letter addressed to the Commission from the Board of Supervisors concerning the extension of hours at the Chinatown Branch so that it would be open until 9:00pm every evening.

NEW BUSINESS

1. None.

ADJOURNMENT

There being no further business to transact, the February 7, 1978 Commission meeting was adjourned at 9:50 P.M.

The next regular meeting will be held Tuesday, March 7, 1978, at 7:30 P.M., in the Mission Branch Library.

Respectfully submitted,

George Cerasi

GEORGE CERASI
Secretary
Library Commission

February 7, 1978

RESOLUTION NO. 1048

RESOLVED, that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of January 1978 be approved:

3632 P/T Librarian II
Greifer, Roberta
Martin, Elinor

Full-Time Library Assistant 3610
Waszak, Daniel

Full-Time Page 3602
McDevitt, Edward

P/T Page 3602
Crecy, Margaret
Desmond, Joanne
Devoulin, Valerie
Eady, Jerry
Fisher, Diane
Haugse, Jill
Hoover, Angela
Owyang, Kevin
Sabio, Evelyn
Tan, May
Yu, Matthew

AND FURTHER, that the following resignations of non-Civil Service, part-time and temporary positions be accepted:

P/T Library Assistant 3610
Chin, Royston

P/T Page 3602
Arnold, Michael
Fong, Ralston
Gin, Chester
Higgins, Laverne
Ho, Nancy
Lyon, Susan
Sung, Tina
Thorwald, Robert

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COMMISSION MEETING

Minutes

March 7, 1978

The regular meeting of the San Francisco Public Library Commission was held March 7, 1978, at the Mission Branch Library.

The meeting was called to order at 7:45 P.M. by First Vice-President Stern.

On roll call, the following were noted present: Commissioners Stern, Bransten, Callanan, Richardson, Weisberg, and Yung. Commissioner Englander was excused.

It was moved by Commissioner Callanan, seconded by Commissioner Yung and unanimously approved, that the February 7, 1978 Commission meeting minutes be accepted.

CITY LIBRARIAN'S REPORT
MR. JOHN C. FRANTZ

1. Mr. William Laughrey and Ms. Deborah Cornue, librarians at the Mission Branch, were introduced to the Commission.

2. Two in-service training programs, "Interpersonal Communications" and "Team Building", are being conducted for Library staff members thru May of this year. These programs are a follow-up to last year's series on "The Problem Patron.

3. There have been two budget hearings held on the Library's budget request. The first meeting, which was held February 21st, was an administrative hearing with the Mayor's Budget Analyst and the second meeting was a public hearing held February 25th. There will be a second public hearing held in March, but the date is not yet announced.

4. The grand opening of the Communications Center will be April 7, 1978. Invitations for this opening have been sent out to Governor Brown, San Francisco's legislators in the State Assembly and Senate and many other important persons. This date is the Friday of National Library Week, and 3:00 P.M. is the time set for the ceremony.

5. The Mayor has a five member Management Assistance Team who are available upon request to any department of the City. The Library has requested their assistance for our financial management procedures and control. Mr. Frantz stated that he would also like to talk with them about the basic organization structure of the Library as well.

6. Ms. Shirley Cunard, a library patron, was introduced to the Commission. Ms. Cunard has offered several helpful suggestions in connection with the National Conference of Urban Central Libraries, as well as ideas for different kinds of exhibits for display during the Centennial of the Library next year.

Mr. Frantz hopes to have a meeting of the Centennial Committee as soon as possible, and intends to present an estimate on cost for the centennial event by June 3, 1978.

SECRETARY'S REPORT
MR. GEORGE CERASI

1. Authorization to renew eligibility to participate in the Federal Surplus Property Donation Program supervised by the State's Department of Education agency for Surplus Property was moved by Commissioner Callanan, seconded by Commissioner Richardson and unanimously approved.

LIBRARIANS' GUILD REPORT
MRS. JOAN JACKSON

Ms. Florence Mitchell reported for Mrs. Jackson.

1. The Guild wished to appeal to the Commission Mr. Frantz's negative reply to a letter from the Guild, of last July, requesting office space in the Library. The matter was referred to the Personnel Committee for study and recommendation as to the policy of having an employee group housed in a public building.

2. Ms. Mitchell read a resolution from the Guild that requested the elimination of overdue fines for everyone. This matter was referred to the Finance and the Resources & Services Committees for further indepth study at their next Committee meetings. It was requested that data from library literature or experience in other libraries on this matter be forwarded to these Committees for their meetings.

OTHER STAFF

1. No reports.

FRIENDS' REPORT
MRS. GRACE MACDUFF

1. Mrs. Macduff reported that copies of the results of the Library Needs Survey have gone out to each Commissioner and that further copies will be available very soon to the staff of the Library and all the branches. She stated that the Friends would like to have a meeting with the Commission for further study of this document as soon as possible.

KEEP LIBRARIES ALIVE REPORT
MRS. BILLIE PEARL-SCHULER

Miss Mary Louise Stong reported for Mrs. Pearl-Schuler.

1. KLA had attended the Mayor's hearing on the budget to give their support to the Library's request. They will be mailing letters to all branch librarians requesting their assistance in identifying patrons in each branch library who might be solicited to write letters to the Mayor in support of the Library's budget request. KLA representatives, as liaisons to the branches, will assist in outlining what to support.

2. There will be a state-wide coalition effort to oppose the Jarvis/Gann Initiative, to which KLA has wired its support of this effort.

* * * *

Mr. Frantz reported that advice from the Mayor's Office indicated that the Library Commission should not take any kind of formal action on the Jarvis/Gann Initiative at this time.

OPERATIONS COMMITTEE
COMMISSIONER JUDITH YUNG

1. At the February 27th meeting of the Operations Committee the meeting room policy was discussed. However, at this time there is no recommendation from the Committee. Also presented at this meeting were brief announcements of Community Development funded projects. The Committee's regular meeting will be held on the 3rd Monday of the month at 12:00 noon.

PLANNING COMMITTEE
COMMISSIONER MARILYN K. WEISBERG

1. At the February 16th meeting of the Planning Committee the scope, components, and use of a library master plan were discussed. It was agreed that the master plan should recommend the construction of an addition to the Main Library to be located in Marshall Square. At the next meeting of the Committee an outline for a master plan will be presented by Mr. Frantz. Regular Committee meetings will be held on the 3rd Thursday of the month at 10:00 A.M.

RESOURCES & SERVICES COMMITTEE
COMMISSIONER EDWARD F. CALLANAN

1. No report. This Committee will meet on the 2nd Thursday of the month at 12:00 noon.

EXTERNAL AFFAIRS COMMITTEE
COMMISSIONER MARJORIE G. STERN

1. Mr. Frantz read a draft policy statement on cooperation with programs of other city departments and agencies, in which the Library might provide space, etc. It was recommended for adoption by the Commission at the February 23rd meeting of the External Affairs Committee. However, after a brief discussion between staff and Commissioners it was agreed to table the policy for further study and amendment. It will then come back to the Commission for approval.

2. Preliminary plans for the Library's Centennial, to be celebrated from April 1, 1979 through June 8, 1979, were started at the last Committee meeting.

PERSONNEL COMMITTEE
COMMISSIONER RAYE G. RICHARDSON

1. It was moved by Commissioner Richardson, seconded by Commissioner Callanan and unanimously approved, that the following Resolution #1057, be adopted:

APPROVED, Non-Civil Service Temporary and Recertification of Temporary appointments made during the month of February, 1978.

FINANCE COMMITTEE
COMMISSIONER EDWARD BRANSTEN

1. It was moved by Commissioner Bransten, seconded by Commissioner Richardson and unanimously approved, that the report of encumbered funds from the Fuhrman Fund for the purchase of books for the month of February, 1978, in the amount of $550.29, be accepted.

2. It was moved by Commissioner Bransten, seconded by Commissioner Yung and unanimously approved, that the following resolutions be adopted:

RESOLUTION #1058

RESOLVED, that the Library Commission hereby accepts a gift of $100.00 from Alice Gowanlock. Said gift to be used for the purchase of large print books.

RESOLUTION #1059

RESOLVED, that the Library Commission hereby authorizes the attendance of Daniel Waszak for University of San Francisco's course, Basic Television Production and Technique, to be paid from LSCA Communications Center funds, as such funds permit.

RESOLUTION #1060

RESOLVED, that the Library Commission hereby authorizes the attendance of Peter Bettendorff at the Association for Educational Communications and Technology Convention, April 17-21, 1978 in Kansas City; expenses to be paid from LSCA Communications Center funds, as such funds permit.

RESOLUTION #1061

RESOLVED, that the Library Commission hereby authorizes the attendance of twenty children's librarians at the annual workshop of the Association of Children's Librarians of Northern California, April 13, 1978, to be held in Berkeley, California; expenses to be paid from State funds, as such funds permit.

RESOLUTION #1062

RESOLVED, that the Library Commission hereby authorizes the attendance of Ruth Maginnis at two workshops conducted by the Community Training and Development Project: Assertiveness Training, March 6, 1978 and Leadership Effectiveness, April 18-19, 1978, in San Francisco; expenses to be paid from State funds, as such funds permit.

RESOLUTION #1063

RESOLVED, that the Library Commission hereby authorizes the attendance of Karey Wehner at a workshop on Communication Skills for Women Managers, conducted by the Community Training and Development Project, March 7, 1978 in San Francisco; expenses to be paid from State funds, as such funds permit.

RESOLUTION #1064

AUTHORIZING APPLICATION FOR AND ACCEPTANCE OF FEDERAL FUNDS THROUGH THE CALIFORNIA STATE LIBRARY FOR MINORITY RECRUITMENT TRAINING FUNDS FOR 1978-79.

WHEREAS, the California State Library has available Federal Library Services and Construction Act funds for the assistance of minority students in training in library technology; and

WHEREAS, members of minority groups are underrepresented in library technology statewide and particularly in San Francisco; and

WHEREAS, the San Francisco Public Library is desirous of making application to the California State Library for funds to sponsor students for such training; now, therefore, be it

RESOLVED, that the San Francisco Public Library be authorized to apply for and accept Federal funding for 1978-79 as provided by such grants, not to exceed $3,500.00 as approved by the State of California; and, be it

FURTHER RESOLVED, that this approval shall not commit the City and County to continuance beyond the period covered by said grant funds.

COMMUNICATIONS

1. Mr. Cerasi read a letter from the Lone Mountain Children's Center, which was addressed to Miss Dorothy Hult. The letter expressed the Center's thanks and gratitude to Miss Hult and Ms. Gloria Neiman, the Children's Librarian at the Richmond Branch, for the wonderful time they had on a field to the Richmond Branch Library's Children's Room.

NEW BUSINESS

None.

ADJOURNMENT

There being no further business to transact, the March 7, 1978 Commission meeting was adjourned at 8:55 P.M.

The next regular meeting of the Commission will be held Tuesday, April 4, 1978, at 4:00 P.M., in the Main Library.

Respectfully submitted,

George Cerasi

GEORGE CERASI
Secretary
Library Commission

March 7, 1978

RESOLUTION NO. 1057

RESOLVED, that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of February 1978 be approved:

P/T 3610 Library Assistant
Johnson, Kenya

F/T 1424 Clerk-Typist
Braun, Carol

P/T 3602 Page
Chang, Peter
Chin, Gene
Higgins, Daniel
Jen, Fonley
Lee, Alexander
Lee, Florence
Tong, Sandra
Ross, Elizabeth
Wake, William

AND FURTHER, that the following resignations of non-Civil Service, part-time and temporary positions be accepted:

P/T 3602 Page
Chin, Gene
Fong, Calvin
Fitzgerald, Mary
Gordon, Cynthia
Jung, Tedman
Nakano, Kristine
Nyhan, Catherine
Tong, Elizabeth
Wake, William

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SPECIAL COMMISSION MEETING

Minutes

March 22, 1978

The special meeting of the San Francisco Public Library Commission was held Wednesday, March 22, 1978 at the Main Library.

The meeting was called to order at 5:10 P.M. by President Englander.

On roll call, the following were noted present: Commissioners Englander, Stern, Bransten, Richardson, Weisberg and Yung. Commissioner Callanan was excused.

SPECIAL ORDER OF BUSINESS

At this special meeting President Englander stated that there would be no formal motions made; the meeting was to be an informal discussion among the Commissioners on the Friends' Library Needs Survey results.

Commissioner Bransten suggested that the survey be studied by all the Committees of the Commission. He also suggested that President Englander schedule a timetable and designate Committees to work on certain items of the survey that he thinks appropriate.

President Englander asked Mr. Frantz and the library staff to propose a fairly detailed outline of plans for service based on the results of the survey. These plans to then go before appropriate Committees of the Commission for further study. The Committees would then recommend policies in the form of resolutions to the full Commission for approval.

It was stated that the coordinating Committee for this project will be the Planning Committee, under the chairmanship of Commissioner Weisberg.

ADJOURNMENT

President Englander thanked the Friends for all their hard work in completing this survey, which will be of tremendous help to the Library now and in the future years.

There being no further business to transact, the March 22, 1978 special Commission meeting was adjourned at 6:45 P.M.

The next regular meeting will be held Tuesday, April 4, 1978, at 4:00 P.M., in the Main Library.

Respectfully submitted,

GEORGE CERASI
Secretary
Library Commission

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COMMISSION MEETING

Minutes

April 4, 1978

The regular meeting of the San Francisco Public Library Commission was held Tuesday, April 4, 1978, at the Main Library.

The meeting was called to order at 4:05 P.M. by President Englander.

On roll call, the following were noted present: Commissioner Englander, Stern, Bransten, Callanan, Richardson, Weisberg, and Yung.

It was moved by Commissioner Stern, seconded by Commissioner Callanan and unanimously approved, that the March 7, 1978 Commission meeting minutes be accepted.

It was further moved by Commissioner Weisberg, seconded by Commissioner Stern and unanimously approved, that the March 22, 1978 Special Commission meeting minutes be accepted.

CITY LIBRARIAN'S REPORT
MR. JOHN C. FRANTZ

1. Mr. Frantz wished everyone a happy National Library Week. He commended the Friends on their efforts in getting excellent press coverage for NLW.

2. Civil Service is expected to issue an announcement of an examination for the position of Coordinator of Children's Services by April 15.

3. It was reported that the Mayor has met with all the city department heads to inform them that if the Jarvis-Gann initiative passes he will seek emergency powers to suspend the Charter mandated operations and concentrate ad valorem funds on five priority areas. The five priorities are: protection of life and safety, public transportation, medical aid for the indigent, protection of public properties, and administrative costs and services relating to the above.

A memo from the Mayor, to the City Librarian, asks that he recommend the closing of the library should Jarvis-Gann pass.

4. The second and final budget hearing was held a couple of days ago, and was attended by more people than the previous meeting. Mrs. Macduff officially presented the Mayor with a copy of the Friends' Survey at this meeting.

5. Mr. Frantz had attended a workshop entitled "What is this thing called book?" which was sponsored by BARC. He stated that he was impressed by the quality of these workshops.

6. The administration and the Guild have begun discussion of proposed changes in the Memorandum of Understanding.

7. The draft for the Book Selection Policy for children's materials has been submitted, and will be distributed to the staff for comments and suggestions.

SECRETARY'S REPORT
MR. GEORGE CERASI

1. The Commissioners were informed that they are to submit their completed Conflict of Interest Statement forms this month to the Secretary's Office.

LIBRARIANS' GUILD
MRS. JOAN JACKSON

1. No report.

President Englander stated that the Guild had made a suggestion that notices for Committee meetings should include agendas for the meetings as well. He asked that the Commissioners submit such agendas to the Secretary's Office at least a week before Committee meetings take place.

OTHER STAFF

1. Mr. Ramirez introduced Ms. Judith Waldhorn, of the Special Collections Department, who explained to the Commission the new project which trains tour guides for Civic Center tours.

FRIENDS' REPORT
MRS. GRACE MACDUFF

Mrs. Billie Pearl-Schuler reported for Mrs. Macduff.

1. The Commissioners were invited to several coming attractions that the Friends are sponsoring in April and May. The Annual Book Sale at Fort Mason will be held May 5-8 with preview Thursday night, May 4.

KEEP LIBRARIES ALIVE REPORT
MRS. BILLIE PEARL-SCHULER

1. It was moved by Commissioner Callanan, seconded by Commissioner Bransten and unanimously approved, that the following resolution, which was amended, be adopted:

WHEREAS, the Jarvis-Gann Initiative Constitutional Amendment (Proposition 13) would limit the ad valorem tax rate to 1% of the 1975-76 full cash value of real property; and

WHEREAS, passage of this Initiative would result in the loss to the City of $241 million from present revenues; and

WHEREAS, the City would be required to give top priority to public health and safety, and to public transportation, thereby effectively diminishing the Library's priority; now, therefore, be it

RESOLVED, that the San Francisco Public Library Commission strongly opposes the adoption of Proposition 13 and that it urges voters to reject this regressive and destructive measure.

There followed a lengthy discussion on the Jarvis-Gann Initiative. Mrs. Pearl-Schuler reported on the formation of a state-wide coalition to fight Jarvis-Gann; business, labor and civic organizations are represented. They are seeking a campaign budget of $1.5 to $2 million. The resolution opposing J/G, which the Commission had just adopted, will be forwarded to this group.

The liaison committee of the Commission that will work with KLA on this important issue will be the External Affairs Committee.

PLANNING COMMITTEE
COMMISSIONER MARILYN K. WEISBERG

1. The Committee has received the outline for the Master Plan that Mr. Frantz has prepared, and will begin working from this at its next meeting.

EXTERNAL AFFAIRS COMMITTEE
COMMISSIONER MARJORIE G. STERN

1. It was moved by Commissioner Stern, seconded by Commissioner Bransten and unanimously approved, that the following policy, which was amended, be adopted:

POLICY ON COOPERATION WITH OTHER CITY DEPARTMENTS AND AGENCIES

It is the policy of the San Francisco Public Library to cooperate with other City Departments to as great a degree possible without infringing on its mandated library services.

This cooperation often takes the form of providing space in the Main and neighborhood libraries for short term activities of special interest to the people of San Francisco. Examples of such activities have been voter registration and the sale of preferred parking permits.

Special staffing pertaining to the activity is considered the responsibility of the requesting Department or Agency and the Library reserves the right to require a separate telephone installation for these special activities. Public information on the activity is also the responsibility of the requesting Department or Agency.

Requests for cooperation are evaluated by the City Librarian in consultation with staff on an individual basis to analyze merits as well as predictable negative impact on library staff due to disruption of service or conflicts in hours in which the service is to be rendered.

Requests must be received by the City Librarian no later than thirty days prior to the scheduled beginning of the requested activities and the duration of the activities may not exceed eight weeks. Renewal requests are subject to the same requirements as an initial request. The City Librarian may accommodate emergency requests at his discretion.

Long term requests of lesser urgency which require minimal staff participation and space needs will be subject to the same scrutiny and the same criterion will be used in evaluating the individual request. An example of a long term request is the sale of Muni Senior Citizen passes in several neighborhoods where this is considered a desirable extension of service.

Distribution of materials for other agencies is governed by the Library's policy on posting and distribution of materials.

2. At the last Committee meeting the centennial event was discussed in outline form.

RESOURCES AND SERVICES COMMITTEE
COMMISSIONER EDWARD CALLANAN

1. At the March 10th Committee meeting, library efforts to persuade some vendor to initiate a McNaughton-type book leasing service for large-print books was informally approved.

2. Book selection policy statements for both Adult and Children's materials have been drafted and are now being circulated for staff comment. When completed these documents will be submitted to the Commission for approval.

3. Also at the Committee meeting a Guild resolution recommending abolition of all overdue charges was discussed. Staff was instructed to review experiences in other libraries and report at the next Committee meeting.

PERSONNEL COMMITTEE
COMMISSIONER RAYE G. RICHARDSON

1. After discussing the Guild's request for office space in the Main Library, at the Committee meeting of March 30, the Committee instructed the City Librarian to draft a policy statement addressing the assignment of office work space in library buildings for continuing use by non-library entities.

2. Mr. Ramirez and Mr. Cerasi were asked to seek space in the Main Library which might be used for staff gatherings of various kinds.

3. The Committee turned down the Guild's request that the library seek to have Election Day declared a paid holiday.

4. Commissioner Richardson directed each Committee member to study the Friends Survey and identify those findings having implications for the Personnel Committee. These points will be discussed at future meetings of the Committee.

5. It was moved by Commissioner Richardson, seconded by Commissioner Weisberg and unanimously approved, that the following resolution #1065, be adopted:

APPROVED, Non-Civil Service Temporary and Recertification of Temporary appointments made during the month of March, 1978.

OPERATIONS COMMITTEE
COMMISSIONER JUDITH YUNG

1. The Committee is still working on the meeting room policy.

2. It was moved by Commissioner Yung, seconded by Commissioner Callanan and unanimously approved, that the recommendation by the staff at the Center and Mrs. Scannell, for the extension of open hours at the Communications Center be accepted. The Communications Center will be open on this schedule of hours:

Monday	1-6	Thursday	1-6
Tuesday	10-6	Friday	1-6
Wednesday	1-9	Saturday	10-6

FINANCE COMMITTEE
COMMISSIONER EDWARD BRANSTEN

1. It was moved by Commissioner Bransten, seconded by Commissioner Weisberg and unanimously approved, that the encumbered funds from the Fuhrman Fund for the purchase of books for the month of March, 1978 in the amount of $541.32, be accepted.

2. It was moved by Commissioner Bransten, seconded by Commissioner Stern and unanimously approved, that the following resolutions be adopted:

RESOLUTION #1066

RESOLVED, that the Library Commission hereby authorizes the attendance of Elizabeth Storey, Anne Roughton, and Ruth Thompson at a meeting of Regional Reference Coordinators, on May 5, 1978, in Seaside, California; expenses to be paid from Bay Area Reference Center funds, as such funds permits.

RESOLUTION #1067

RESOLVED, that the Library Commission hereby authorizes the attendance of Ms. Leslie Eldridge at the National Federation of the Blind of California Annual Convention to be held May 5, 6 and 7 in Sacramento, California; expenses to be paid from LSCA Communications Center funds, as such funds permit.

RESOLUTION #1068

RESOLVED, that the Library Commission hereby authorizes the attendance of Roberto Esteves and Peter Bettendorff at the Los Angeles Videoshow to be held May 9-11, 1978; expenses to be paid from LSCA Communications Center funds, as such funds permit.

COMMUNICATIONS

1. A letter to the Commission from the Guild about overdue fines was referred to the Resources and Services Committee.

2. A letter of commendation for the librarians at the Ingleside Branch, from Mrs. Barbara E. VanderWerf, was read to the Commission. Mrs. VanderWerf commended the librarians for their cheerful and efficient way of serving the neighborhood, and expressed her hope that the branch would be maintained and improved.

3. President Englander read a letter from Mrs. Marian Isaccs, who is a senior citizen library patron. Mrs. Isaccs wrote to protest the abolition of fines for Senior Citizens. This letter was referred to the Resources and Services Committee for consideration.

NEW BUSINESS

1. Commissioner Stern commended Dave Belch on the fine job he did in making up the 'Services of the San Francisco Public Library' folder.

2. Mrs. Henrietta Abrams, a library patron, reported that the staff at Park Branch has been doing an outstanding job and deserves commendation.

ADJOURNMENT

There being no further business to transact, the April 4, 1978 Commission meeting was adjourned at 5:45 P.M.

The next regular meeting will be held Tuesday, May 2, 1978 at 7:30 P.M., in the Golden Gate Valley Branch.

Respectfully submitted,

GEORGE CERASI
Secretary
Library Commission

April 4, 1978

RESOLUTION NO. 1065

RESOLVED, that the following Non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of March 1978 be approved:

F/T 7334 Stationary Engineer
Wilson, Wynne

F/T 3602 Library Page
Bullick, Donald

P/T 3602 Page
Campbell, Debra
Castillo, Clarence
Gee, Dennis
Quan, Andrea
Yin Yee, Sharon

AND FURTHER, that the following resignations of Non-Civil Service, part-time and temporary positions be accepted:

P/T 3602 Page
Nhuong, Dareth
Schoellenbach, Charles

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COMMISSION MEETING

Minutes

May 2, 1978

The regular meeting of the San Francisco Public Library Commission was held Tuesday, May 2, 1978 at the Golden Gate Valley Branch Library.

The meeting was called to order at 7:45 P.M. by President Englander.

On roll call, the following were noted present: Commissioners Englander, Stern, Bransten, Callanan, Richardson, Weisberg, and Yung.

It was moved by Commissioner Stern, seconded by Commissioner Yung and unanimously approved, to accept the April 4, 1978 Commission meeting minutes with a correction on page two, item one, under the Friends Report, that the Annual Book Sale preview will be held Friday, May 5 not Thursday, May 4.

CITY LIBRARIAN'S REPORT
MR. JOHN C. FRANTZ

1. It was moved by Commissioner Weisberg, seconded by Commissioner Stern and unanimously approved, to adopt, as amended, the City Attorney's prepared draft Charter Amendment proposal for the Library that would allow the Library Commission to accept gifts as long as they do not obligate the City for expenses beyond cataloging, shelving, and displaying. Mr. Frantz will seek a friendly supervisor to introduce this Charter Amendment on this year's ballot.

2. The Finance Committee of the Board of Supervisors has made cuts of $95,156 in the Library Budget for 1978-79 submitted to them by the Mayor. They took $41,000 out of the Book Budget; reduced Page Hours by $14,000; reduced the item for "Laundry & Towel Service" from $850 to $750; reduced the item for "Pest Control" from $800 to $500; and took $2,808 out of the "Materials & Supplies" budget. The total budget will still be about $500,000 more than the current budget. The budget goes to the full Board on Monday, May 8.

3. At the Mayor's request on Mr. Frantz' motion, the Library had held a staff meeting to discuss the Jarvis-Gann initiative, Proposition 13 on the June ballot, last Friday, April 28. This meeting will be repeated Thursday morning, May 4, at 8:30 A.M. in the Mission Branch and two more times in the Lurie Room of the Main Library on Wednesday, May 10 at 12:30 P.M. and 1:00 P.M.

The 'No on 13 Committee' will have a press conference held at 11:00 A.M., Wednesday, May 3, in the General Reference Department of the Main Library.

4. The Commissioners had received their draft copies for the proposed book selection policy statements on adult and children's materials. These statements have been revised pursuant to the staff comments received and will now be considered by the Resources & Services Committee.

The Commissioners were advised that if they have any comments on these statements to send them to Mr. Cerasi who will forward them to the Resources & Services Committee for consideration.

5. Agnes DeMille will be the guest of honor at a civic luncheon sponsored by the Library on June 6 at the Bohemian Club in San Francisco. Miss DeMille, in addition to being a seminal figure in American Dance in this century, is the granddaughter of Henry George, economic philosopher and moving force behind the formation of the San Francisco Public Library in 1879.

6. The State Board is preparing LSCA fund regulations for this year. Mr. Frantz will know more on this matter by the next Commission meeting.

SECRETARY'S REPORT
MR. GEORGE CERASI

1. The Glen Park Branch will be moving out of its current Diamond Street location by June 30, and into its new location at 653 Chenery Street by July 1. However, the branch will probably not be opened for service immediatly following the move. Mr. Cerasi will have further information at the June Commission meeting.

There was a short discussion by the Commission on whether or not we could get public street signs to direct the public to the Glen Park Branch. It was suggested that the Resources & Services Committee draw up a formal resolution for approval by the Commission to get such street signs, if possible.

LIBRARIANS' GUILD REPORT
MRS. JOAN JACKSON

Ms. Florence Mitchell reported for Mrs. Jackson.

1. Ms. Mitchell suggested that the Library Commission has too many committees and asked that the Commission have one of its committees look into the committee structure. President Englander stated that the current committee structure is still in its "6 months try-out period", and declined, at this time, to assign the subject to a committee in favor of consideration by a committee-of-the-whole, and expressed general satisfaction with the current structure.

Ms. Mitchell stated that she will submit further such suggestions in writing to the Commission.

OTHER STAFF

1. Mr. Roberto Esteves gave a short progress report on the Communications Center.

FRIENDS' REPORT
MRS. GRACE MACDUFF

1. Mrs. Macduff reported on the Business of Books noon hour lectures that are being given at the Bank of America auditorium. These lectures are being sponsored by the Friends. Two more lectures will be held May 8 and June 13.

2. The Annual Meeting of the Friends will be on Wednesday, May 24, Moira Johnson will be the speaker.

3. It was reported that members of the staff had gone to KLA to ask help in organizing some kind of program in the fight to defeat Jarvis-Gann.

KEEP LIBRARIES ALIVE REPORT
MRS. BILLIE PEARL-SCHULER

Miss Mary Louise Stong reported for Mrs. Pearl-Schuler.

1. KLA has joined the state-wide coalition for 'No on 13'. There will be a program at the Friends Book Sale to publicize 'No on 13'. The Friends are doing a fine job in registering the public to vote on June 6.

OPERATIONS COMMITTEE
COMMISSIONER JUDITH YUNG

1. Commissioner Yung reported that the Operations Committee is still working on a meeting room policy and expects to have a report at the next meeting.

2. The Committee asked the Commission to communicate with the SFUSD regarding the possible use of closed public schools for meetings of community groups. It was stated that the Commission would make communication with the SFUSD sometime after the end of the June semester.

3. The Committee has changed its meeting day schedule to the third Friday of the month, at 5:00 P.M. The next Committee meeting will be May 19.

RESOURCES & SERVICES COMMITTEE
COMMISSIONER EDWARD F. CALLANAN

1. At the April 13 meeting of the Committee there was discussion of the advantages and disadvantages of a uniform no-fine policy. There was no motion on this subject made. The Committee felt no action should be taken until the automated circulation system goes into operation providing an alternate way of encouraging the prompt return of library materials.

2. There was no further report on the book selection policy statements other than what was reported under the City Librarian's Report.

The next meeting of the Committee will be held Thursday, May 11, at 12:00 noon, in the Commissioner's Room of the Main Library.

EXTERNAL AFFAIRS COMMITTEE
COMMISSIONER MARJORIE G. STERN

1. The Friends Survey will be discussed at the next meeting of the Committee.

2. The Centennial was discussed at the April 27 meeting of the Committee. Due to budget cuts there will be a few programs eliminated from the Centennial. Further discussions will be held at the next Committee meeting.

3. There will be a mini campaign meeting held next Wednesday, May 10, against Proposition 13. Commissioner Stern has organized this meeting.

4. There was a general discussion of Proposition 13. President Englander pointed out that those public agencies that serve children (schools, libraries, recreation and parks, etc.) will be the primary victims of Jarvis-Gann. Plans are underway to organize parades of children throughout the state demonstrating in opposition of Proposition 13.

The Commission was shown a draft of posters and bookmarks that would inform the public of the probable fate of the Library should Prop. 13 pass. These materials were produced by KLA.

PLANNING COMMITTEE
COMMISSIONER MARILYN K. WEISBERG

1. The Master Plan will be an on-going discussion at future meetings of the Committee.

2. It was reported that the Planning Committee is against the removal of the S.F. History Room from the Library in order to form a S.F. History Museum in San Francisco. Mr. Frantz has written a letter to the Mayor saying we would not want the S.F. History Room removed from the Library but believes a S.F. History Museum in San Francisco would be a good idea.

The next meeting of the Committee will be held Thursday, May 18, at 10:00 A.M. in the Commissioner's Room of the Main Library.

PERSONNEL COMMITTEE
COMMISSIONER RAYE G. RICHARDSON

1. It was moved by Commissioner Richardson, seconded by Commissioner Callanan and unanimously approved, that the following resolution #1069, be adopted:

APPROVED, Non-Civil Service Temporary and Recertification of Temporary appointments made during the month of April, 1978.

FINANCE COMMITTEE
COMMISSIONER EDWARD BRANSTEN

1. It was moved by Commissioner Bransten, seconded by Commissioner Richardson and unanimously approved, that the following resolutions be adopted:

RESOLUTION #1070

RESOLVED, that the Library Commission hereby authorizes Thomas Fowler to conduct three field business reference workshops at Eureka, California on June 12; at Redding, California on June 14; and at Oroville, California on June 15, 1978; expenses to be paid from Bay Area Reference Center funds, as such funds permit.

RESOLUTION #1071

RESOLVED, that the Library Commission hereby authorizes the attendance of Thomas Fowler, Vivian Kobayashi, and Gilbert McNamee at the annual conference of the American Library Association in Chicago, ILL, June 24-30, 1978; expenses to be paid from Bay Area Reference Center funds, as such funds permit.

RESOLUTION #1072

RESOLVED, that the Library Commission hereby authorizes the attendance of Roberto Esteves at the American Library Association's Annual Conference to be held June 24th through June 30th; expenses to be paid from LSCA Communications Center funds, as such funds permit.

RESOLUTION #1073

RESOLVED, that the Library Commission hereby authorizes Anne Kincaid to attend a meeting of the California Library Services Act Regulations Sub-Committee on Universal Borrowing, to be held in Los Angeles, May 1, 1978; expenses to be paid from City funds, as such funds permit.

RESOLUTION #1074

RESOLVED, that the Library Commission hereby authorizes the attendance of Thomas Falcon at the Registry of Interpreters for the Deaf 1978 Convention, to be held in Rochester, New York, June 28-July 2, 1978; expenses to be paid from LSCA Communications Center funds, as such funds permit.

RESOLUTION #1075

AUTHORIZING ACCEPTANCE AND EXPENDITURE OF FEDERAL FUNDS THROUGH THE STATE LIBRARY SYSTEM FOR THE DEVELOPMENT OF COMMUNICATIONS TECHNOLOGY FOR 1978-79.

WHEREAS, the San Francisco Public Library Commission approved the application for Federal Library Services and Construction Act funds for the continued operation of the Communications Center by Resolution #1027, dated October 4, 1977; and

WHEREAS, the Board of Supervisors of the City and County of San Francisco approved such application as amended by Committee by Resolution No. 939-77, dated December 1, 1977; and

WHEREAS, the San Francisco Public Library has received approval by the State Library of funding in the amount of $80,800.00; now, therefore, be it

RESOLVED, that the San Francisco Public Library accept and expend this amount for fiscal year 1978-79; and, be it

FURTHER RESOLVED, that the acceptance of these funds does not commit the City and County of San Francisco to continuance beyond the period of said grant funds.

RESOLUTION #1076

AUTHORIZING ACCEPTANCE AND EXPENDITURE OF FEDERAL FUNDS THROUGH THE STATE LIBRARY SYSTEM FOR THE EXTENSION OF THE SAN FRANCISCO PUBLIC LIBRARY REFERENCE DEMONSTRATION PROJECT FOR 1978-79.

WHEREAS, the San Francisco Public Library Commission approved the application for funds from the Federal Library Serivces and Construction Act funds for the continued operation of its reference project, the Bay Area Reference Center by Resolution #1026, dated October 4, 1977; and

WHEREAS, the Board of Supervisors of the City and County of San Francisco approved such application as amended by Committee by Resolution No. 941-77, dated November 21, 1977; and

WHEREAS, the San Francisco Public Library has received approval by the State Library of funding in the amount of $390,400.00; now, therefore, be it

RESOLVED, that the San Francisco Public Library accept and expend this amount for fiscal year 1978-79; and, be it

FURTHER RESOLVED, that the acceptance of these funds does not commit the City and County of San Francisco to continuance beyond the period of said grant funds.

COMMUNICATIONS

1. None.

NEW BUSINESS

1. None.

* * * * * *

Mr. Frantz introduced Ms. Betty Schwabacher and Ms. Chris Ahrens, librarians at the Golden Gate Valley Branch, to the Commission.

ADJOURNMENT

There being no further business to transact, the May 2, 1978 Commission meeting was adjourned at 9:40 P.M.

The next regular meeting will be held Wednesday, June 7, 1978, at 7:30 P.M., in the West Portal Branch Library.

Respectfully submitted,

George Cerasi

GEORGE CERASI
Secretary
San Francisco Public Library Commission

May 1, 1978

RESOLUTION NO. 1069

RESOLVED, that the following Non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of April 1978 be approved:

P/T 3602 Page
Allen, Betty
Estrera, Charito
Green, Mona Lisa
Wong, Jeffrey M.

AND FURTHER, that the following resignations of Non-Civil Service, part-time and temporary positions be accepted:

P/T 2708 Custodian
Brady, William

P/T 3602 Page
Devoulin, Valerie
Lee, Diane
Yan, Charles

JUN 7 1978
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SAN FRANCISCO PUBLIC LIBRARY

SPECIAL COMMISSION MEETING

Minutes

May 31, 1978

The Special Meeting of the Library Commission was held Wednesday, May 31, 1978 at the Main Library.

The meeting was called to order at 4:45 P.M. by President Englander.

On roll call, the following were noted present: Commissioners Englander, Bransten, Callanan, Richardson, Stern and Weisberg. Commissioner Yung was excused.

SPECIAL ORDER OF BUSINESS

After a lengthy discussion on the impact of, and procedures for, closing the library on June 30, 1978 if the Jarvis-Gann initiative, Proposition 13 on the June ballot, passes, the following resolution was moved by Commissioner Weisberg, seconded by Commissioner Richardson and unanimously approved by a roll call vote of the Commissioners present:

WHEREAS, Mayor Moscone has declared his intention to close the San Francisco Public Library if the Jarvis-Gann constitutional amendment is adopted, and no alternative sources of funds are available; and

WHEREAS, an estimated 150,000-180,000 library items are out on loan on any one day, mostly for a three-week period; and

WHEREAS, it is the responsibility of the Library Commission to preserve, protect, and make secure books and other materials, in the library's collections; now, therefore, be it

RESOLVED, that the City Librarian be, and hereby is, authorized to halt the loan of circulating materials, suspend the issuance of borrowers' cards, stop taking reserve requests, and otherwise to take steps to secure the collections and properties of the San Francisco Public Library beginning June 7, if Proposition 13 is approved by the voters on June 6, 1978; and, be it

FURTHER RESOLVED, that the City Librarian be, and hereby is, authorized to devise, adopt and implement the necessary procedures for an orderly, prudent, and timely cessation of any and all library activities at the close of business on June 30, 1978, if Proposition 13 is approved by the voters on June 6, 1978, and no assurances have been received from duly constituted authority that funding is sufficient to sustain services.

ADJOURNMENT

There being no futher business to transact, the Special Commission Meeting was adjourned at 6:25 P.M.

The next regular meeting will be held Wednesday, June 7, 1978 at 7:30 P.M. in the West Portal Branch Library.

Respectfully submitted,

George Cerasi

GEORGE CERASI
Secretary
San Francisco Public Library Commission

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S.F. PUBLIC LIBRARY

SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

Minutes

June 7, 1978

The regular meeting of the San Francisco Public Library Commission was held Wednesday, June 7, 1978 at the West Portal Branch Library.

The meeting was called to order at 7:45 pm by President Englander.

On roll call, the following were noted present: Commissioners Englander, Bransten, Richardson, Stern, Weisberg, and Yung. Commissioner Callanan was excused.

It was moved by Commissioner Weisberg, seconded by Commissioner Yung and unanimously approved, that the May 2, 1978 Commission meeting minutes be accepted.

It was further moved by Commissioner Stern, seconded by Commissioner Weisberg and unanimously approved, that the May 31, 1978 Special Commission meeting minutes be accepted.

CITY LIBRARIAN'S REPORT
MR. JOHN C. FRANTZ

1. Ms. Kay Roberts, Ms. Marcia Schneider, Mr. James Kulk, and Ms. Jeanette French, librarians at the West Portal Branch, were introduced to the Commission.

2. Mr. Frantz reported that he has not exercised the authority given to him by the adoption of a resolution at the Special Commission meeting of May 31. It is not deemed necessary at this time.

He reported that the Board of Supervisors may raise some taxes and provide some increased revenue for the City, and it is possible the Library would receive 5.3 to 5.6 million dollars, or about 70% of the previously adopted budget. Mr. Frantz has received some assurances from City Hall that there would be a real effort made to provide funding for the Library at this level.

At this point in the meeting there followed a one and one half hour detailed discussion of the future operations of the Library under the passage of Proposition 13. The Commission, however, declined to adopt specific plans until more reliable information on the probable level of funding is available. A Special Meeting will be called to devise a new budget as soon as the appropriate information is available.

It was stated that the following procedures, described in the resolution adopted at the May 31 Special Meeting, are still valid, if deemed necessary. They are: "that the City Librarian take steps to secure the collections and properties of the SFPL" and "that the City Librarian devise, adopt and implement the necessary procedures for an orderly, prudent, and timely cessation of any and all library activities".

3. The Friends, Keep Libraries Alive, and the Librarians' Guild were commended for their sincere efforts in the campaign against Proposition 13.

It was requested that a resolution of commendation for her role in the campaign against Proposition 13 be drawn up for Mrs. Billie Pearl-Schuler.

4. Ms. Edme Seton and the Friends were thanked by Mr. Frantz for the fine centennial luncheon held June 6 in honor of Ms. Agnes DeMille.

5. Dave Belch was commended for his excellent contribution to the series of four programs on the 'book', dealing with book printing, book designing, and book manufacturing.

SECRETARY'S REPORT
MR. GEORGE CERASI

1. The leases for the six rental branches of the Library, which includes the Business Branch, will terminate on June 30, 1978. These leases, for the current year, amounted to approximately $56,000. Next year they will amount to approximately $60,000.

LIBRARIANS' GUILD REPORT
MRS. JOAN JACKSON

1. Mrs. Jackson informed the Commission that the Guild would like the staff to be involved in any future decision-making for the Library that the Commission would implement due to the passage of Proposition 13.

President Englander stated that the staff would certainly be involved in such decision-making processes.

2. Ms. Florence Mitchell wished to state that she still felt that the Commission should make some kind of decision tonight in regard to curtailment of library services, and closing of branches.

OTHER STAFF

1. Ms. Betty Siedhoff, librarian at the Glen Park Branch, stated her apprehensions about whether or not she should inform the owners of the proposed new location site of the Glen Park Branch as to whether they should continue renovation of this site or not due to the uncertain future. The Commission informed her that they could not say one way or the other at this time whether to halt these renovations. She was informed that she could warn the new location owners of the situation that the Library System finds itself in at this time, and they may halt their operations or continue them as they deem appropriate.

FRIENDS' REPORT
MRS. GRACE MACDUFF

1. There will be a meeting held on June 13, at noon, in the Giannini Auditorium of the Bank of America. The speaker at this meeting will be Ms. Cyra McFadden.

KEEP LIBRARIES ALIVE REPORT
MRS. BILLIE PEARL-SCHULER

Miss Mary Louise Stong reported for Mrs. Pearl-Schuler.

1. KLA was working on the basis of information that came from the Mayor's Office that the libraries would close if Proposition 13 passed when they were campaigning. Miss Stong stated that she felt this may well have been a little damaging to KLA's public image. They now must be concerned about their approach to their lobbying efforts which are beginning with the City and State for funds for the Library.

2. There will be a meeting of KLA on Monday night, June 12 at Mrs. Pearl-Schuler's home.

PLANNING COMMITTEE
COMMISSIONER MARILYN K. WEISBERG

1. At the May 18 meeting of the Committee an expanded outline of the Master Plan and an illustrative format, both prepared by Cynthia Vollmer, were discussed. At the meeting it was agreed that public hearings on the plan would be scheduled after the Committee had completed its work on the plan and before its submission to the Commission for adoption. The Committee had authorized the staff to continue to refine and extend the plan outline and to draft text for the various sections.

The next meeting of the Committee will be held Thursday, July 27, at 10:00 am, in the Commission Room.

EXTERNAL AFFAIRS COMMITTEE
COMMISSIONER MARJORIE G. STERN

1. No report.

RESOURCES AND SERVICES COMMITTEE
COMMISSIONER EDWARD F. CALLANAN

1. No report.

OPERATIONS COMMITTEE
COMMISSIONER JUDITH YUNG

1. A third draft of the meeting room policy had been submitted, but after consideration the Committee requested that a fourth draft is needed. This fourth draft will be reviewed and discussed at the next meeting of the Committee.

The next meeting will be held Monday, June 26, at 12:00 Noon, in the Commission Room.

PERSONNEL COMMITTEE
COMMISSIONER RAYE G. RICHARDSON

1. It was moved by Commissioner Richardson, seconded by Commissioner Stern and unanimously approved, that the following resolution be adopted:

WHEREAS, Harriet Collopy has served the citizens of San Francisco with devotion and dedication for many years; and

WHEREAS, Harriet Collopy has established a reputation as a librarian of unchallenged excellence among her colleagues and the countless thousands of patrons she has served; and

WHEREAS, Harriet Collopy has participated to a highly significant degree in developing our current library system in San Francisco by organizing and opening the Parkside and Merced Branches and serving as the first Coordinator of Adult Services as well as providing leadership to the Order Department; and

WHEREAS, Harriet Collopy has directed the operations of the Business Branch since 1970 with skill and competency thereby gaining the support and confidence of the Business community; and

WHEREAS, Harriet Collopy has provided assistance to the Commission by virtue of her time, talent and knowledge; now, therefore, be it

RESOLVED, that the San Francisco Public Library Commission does hereby commend Harriet Collopy for her exemplary service to her native city and to her chosen profession; and, be it

FURTHER RESOLVED, that the Commission on behalf of the citizens of San Francisco and her fellow co-workers extend to Harriet Collopy our sincerest appreciation for her guidance and devotion to duty and wish here many happy and healthy years on the occasion of her retirement from the San Francisco Public Library.

2. It was moved by Commissioner Richardson, seconded by Commissioner Bransten and unanimously approved, that the following resolution be adopted:

WHEREAS, Irma Laye has devoted her professional life to enhancing the educational and recreational pursuits of her fellow San Franciscans through literature; and

WHEREAS, Irma Laye has enriched the lives of people of all ages by sharing her knowledge of books with the many patrons with whom she has had contact over a long period of time; and

WHEREAS, Irma Laye has served the Library System in many capacities during a long and distinguished career including terms as Chief of Branches, Principal Librarian at West Portal Marina and Richmond Branches; and

WHEREAS, Irma Laye has gained the admiration of all those individuals whom she has met as a symbol of library service; now, therefore, be it

RESOLVED, that the San Francisco Public Library Commission does hereby commed Irma Laye on the occasion of her retirement and commends her for faithful services to her profession and her city; and, be it

FURTHER RESOLVED, that the Commission and Staff extend to Irma Laye our sincere wish for a long, happy and healthy retirement.

3. It was moved by Commissioner Richardson, seconded by Commissioner Weisberg and unanimously approved, that the following Resolution #1077, be adopted:

APPROVED, Non-Civil Service Temporary and Recertification of Temporary appointments made during the month of May, 1978.

4. Commissioner Richardson read the following report of the matters discussed at the May 22 meeting of the Personnel Committee:

A) "Florence Mitchell said that the Library was not abiding by provisions of the Salary Standardization Ordinance and the City - S.E.I.U. Memorandum of Understanding in regards to part-time employees holiday pay.

"Gene Moore, from the Library Personnel Office, explained that implementation had been held up due to lack of interpretation from the Board of Supervisors Legislative and Personnel Committee which had referred the matter to arbitration."

However, at this Commission meeting, June 7, 1978, it was reported that the Board of Supervisors has held a meeting on this matter and that it has been resolved to the satisfaction of those involved.

"There was also some discussion, at the May 22 Committee meeting, on allowing part-time employees to "make-up" lost holiday time and how past and present employees are to be retroactively compensated."

B) "Florence Mitchell pointed out the fact that CETA officials had disallowed the possibility of a Reduced Work Schedule for CETA employees, due to the fact that CETA perceives such employment as part-time and thus not allowable under CETA guidelines. She maintains that RVS should not be defined as part-time due to the fact that full-time rights and status are retained. The Committee agreed to ask Mr. Frantz and Mr. Murphy to pursue the issue further with CETA officials.

C) "Joan Jackson had read a prepared statement protesting remarks made by Dr. Robert Alioto, Superintendent of Schools, at the Annual Institute Meeting of the Association of Children's Librarians on April 13, 1978. His statement was to the effect that the San Francisco Public Library is withholding the availability of services to children. Alioto's charges were viewed as being completely unfounded. The Committee said it would ask the Commission to write a letter of reply."

Ms. Dorothy Hult has drafted a letter of reply which will be sent to Dr. Alioto under the Personnel Committee's approval and signature.

FINANCE COMMITTEE
COMMISSIONER EDWARD BRANSTEN

1. It was moved by Commissioner Bransten, seconded by Commissioner Stern and unanimously approved, that the following Resolution #1078, be adopted:

> RESOLVED, that the Library Commission hereby authorizes the attendance of Dorothy Hult, Grace Ruth, Valerie Stevens, Nancy Kellum-Rose, and Anne Kincaid at the Annual Conference of the American Library Association in Chicago, June 23-28; partial expenses to be paid from City and State funds (Public Library Services Act) in accord with no. 12n of the Library's Plan of Service, as such funds permit.

COMMUNICATIONS

1. President Englander stated that in his own personal opinion the possible demise of the Original Official Bulletin, which is edited by Mr. James Chaffee, would be a loss to him.

Mrs. Macduff and Commissioner Stern stated that they had to disagree with President Englander's opinion so long as this publication continued to use personal vindictiveness against individuals in the Library System.

NEW BUSINESS

1. President Englander reported on a meeting held for City Commission Chairpersons by the City Attorney, at which it was advised that Commissions must designate and hold to a regular time and place for their regular meetings. Special meetings could be called for different locations if properly noticed. [Further instructions and interpretations are due from the City Attorney on these City Charter and Brown Act regulations.] Secondly, the Library Commission must notify the City Attorney's Office of the matter to be taken up in an executive session. Labor matters can be the subject of discussion if the Commission has a labor representative to discuss and negotiate these matters.

It was moved by Commissioner Weisberg, seconded by Commissioner Stern and unanimously approved, that Mr. Frantz be designated the Official Labor Representative to deal with SFPL employees on wages, hours, working conditions and other matters that may come before him for negotiation.

The Commission will then be able to meet with Mr. Frantz in Executive Session to review such matters.

ADJOURNMENT

It was moved by Commissioner Weisberg, seconded by Commissioner Stern and unanimously approved, that the August, September, and October regular meetings of the Commission be held the first Tuesday of those months, at 7:30 pm, in the Commission Room of the Main Library.

There being no further business to transact, the June 7, 1978 meeting was adjourned at 10:25 pm.

The next meeting of the Commission will be a Special Meeting held Wednesday, July 5, 1978, at 7:30 pm, in the Main Library.

Respectfully submitted,

George Cerasi

GEORGE CERASI
Secretary
San Francisco Public Library Commission

June 5, 1978

RESOLUTION NO. 1077

RESOLVED, that the following Non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of May 1978 be approved:

F/T 3610 Library Assistant
Hannon, Benjamin

P/T 3602 Library Page
Chan, Shirley
Clupper, Suzanne
Sremac, Steve
Stewart, Jennifer
Tallerico, Margarita
Walsh, Joseph
Wilson, Glen
Wong, Corey
Moore, Angela
Mimearmon, Pangrom

AND FURTHER, that the following resignations of Non-Civil Service, part-time and temporary positions be accepted:

F/T 7334 Stationary Engineer
Wilson, Wynne

F/T 3610 Library Assistant
Waszak, Daniel

P/T 3602 Page
Arcellano, Linda
Chapman, Anthony
Choy, Landa Oi Lan
Laughrey, Barbara
Song, Carmela
Thompson, Guy
Wai, Jenny

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SPECIAL COMMISSION MEETING

Minutes

June 21, 1978

The special meeting of the San Francisco Public Library Commission was held Wednesday, June 21, 1978 in the Main Library.

The meeting was called to order at 7:07 P.M. by President Englander.

On roll call, the following were noted present: Commissioners Englander, Bransten, Callanan, Richardson, Stern, Weisberg, and Yung.

* * *

Before the special order of business commenced, Mrs. Sally Brunn presented the Commission with 1000 post cards from patrons of the Noe Valley Branch community. The post cards strongly urged the continuation of library services at the branch. Mrs. Brunn stated that another 1000 set of these post cards have been presented to the Board of Supervisors as well.

The Commission thanked the staff and patrons of the Noe Valley Branch for their efforts in, and concern for, the continuation of library services at their branch. It was suggested that a resolution of commendation be drafted for Mrs. Brunn.

SPECIAL ORDER OF BUSINESS

After a lengthy discussion on the revised library expenditure alternatives for Fiscal Year 1978-79 it was moved by Commissioner Bransten, seconded by Commissioner Stern and unanimously approved by a roll call vote, that the Library Commission adopt the guidelines proposed by the City Librarian in the light of the budgetary limitations that may be imposed upon the Library by the City Administration.

This motion was recommended by the Budget and Finance Committee. In his proposal Mr. Frantz is following the Mayor's stated wishes that employee's jobs and public services be protected to the extent possible. In order to retain all staff in their jobs and keep all branches open for as many hours as possible it will be necessary to curtail the percentage that can be allotted for the purchase of books and other library materials.

Commissioner Bransten further moved to commend Mr. Frantz, Mrs. Macduff and the Friends, Keep Libraries Alive, the Librarians' Guild, and all the coalitions which contributed to the heroic efforts of helping to save the Library from any disastrous results due to the passage of Proposition 13. The motion was seconded by Commissioner Stern and unanimously approved.

* * *

After a discussion of whether or not fund raising efforts should be started to help keep the library operating on a continuous level of service in the years ahead it was moved by Commissioner Yung, seconded by Commissioner Callanan and unanimously approved, that staff look into the matter of fund raising and submit recommendations to the Commission for approval and implementation procedures.

* * *

President Englander read a letter, which was addressed to Supervisor Milk from Mr. Frantz, to the Commission. The letter expressed Mr. Frantz' gratitude to Supervisor Milk for his initiative and tireless efforts in restoring full funding to the Library.

* * *

President Englander announced that the Glen Park community has invited the Commission, and anyone else who is interested, to their two evenings of inaugural celebrations of the proposed move of the Glen Park Branch Library to its new location at 653 Chenery Street.

Unfortunately, one of the evenings of the celebration was held tonight, but the other evening will be Friday, June 23, at 7:30 P.M., at 653 Chenery Street.

ADJOURNMENT

There being no further business to transact, the June 21, 1978 Special Commission meeting was adjourned at 8:50 P.M.

The next meeting of the Commission will be held Wednesday, July 5, 1978, at 7:30 P.M., in the Main Library.

Respectfully submitted,

GEORGE CERASI
Secretary
San Francisco Public Library Commission

SAN FRANCISCO PUBLIC LIBRARY
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SCIENCE & TECHNOLOGY DEPT.

SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

Minutes

July 5, 1978

The regular meeting of the San Francisco Public Library Commission was held Wednesday, July 5, 1978 at the Main Library.

The meeting was called to order at 7:40 P.M. by President Englander.

On roll call, the following were noted present: Commissioners Englander, Bransten, Callanan, Richardson, Stern, and Yung. Commissioner Weisberg was excused.

It was moved by Commissioner Richardson, seconded by Commissioner Stern and unanimously approved, that the June 7, 1978 Commission meeting minutes be accepted.

It was further moved by Commissioner Stern, seconded by Commissioner Richardson and unanimously approved, that the June 21, 1978 Special Commission meeting minutes be accepted.

CITY LIBRARIAN'S REPORT
MR. JOHN C. FRANTZ

1. A progress report on the budget, to date, was given by Mr. Frantz. He stated that we are working with a figure of $7,020,000.00 approximately, but that matters are still tenative.

2. The celebration for Philippine Cultural Week was a successful event. Mr. Frantz thanked Mrs. Dalisay Balunsat for her efforts on behalf of this event.

3. Mayor Moscone and Mr. Frantz presented cash-prizes to winning filmmakers of the 1978 Young Adult Film Festival on June 20, 1978.

4. There have been a number of key retirements in the library system during this past month. A few of these retirements have been Mrs. Vivian Goodwin, Miss Dorothy Hult, Miss Harriet Collopy, Miss Irma Laye, and Miss Anne Schofield.

SECRETARY'S REPORT
MR. GEORGE CERASI

1. The Glen Park Branch has been removed from the Diamond Street location and will reopen on Chenery Street as soon as things are put in order, probably about the middle of July.

The Commission requested that a letter of appreciation be sent to Mr. & Mrs. Tietz, the owners of the new Chenery Street location, for all the time, money, and effort that they have put in for the renovation of the new location.

LIBRARIANS' GUILD REPORT
MRS. JOAN JACKSON

Ms. Florence Mitchell reported for Mrs. Jackson.

1. It was urged that the Administration and Commission prepare contingency plans for the probable reductions in library support for fiscal year 1979-80, and pointed out that the Guild had already submitted suggestions for reductions in the number of branches, with increased hours for those remaining.

However, the Commission took no action towards the matter at this time.

OTHER STAFF

1. No reports.

FRIENDS' REPORT
MRS. GRACE MACDUFF

1. The Friends suggested that when a new Coordinator of Children's Services is appointed that the scope of that position be expanded to include more services to teenagers.

President Englander stated that perhaps sometime in August the library could initiate meetings with the schools in order to cooperatively plan services that concern reaching the youths of San Francisco.

KEEP LIBRARIES ALIVE REPORT
MRS. BILLIE PEARL-SCHULER

1. No report.

President Englander wished to state the Commission's gratitude to KLA for their sincere efforts in the past months on behalf of the Library.

RESOURCES AND SERVICES COMMITTEE
COMMISSIONER EDWARD F. CALLANAN

1. No report.

OPERATIONS COMMITTEE
COMMISSIONER JUDITH YUNG

1. A fifth draft of a "Meeting Room Policy" was submitted to the Commission. The Operations Committee recommended that a public hearing be held to discuss this "Policy".

It was moved by Commissioner Yung, seconded by Commissioner Callanan and unanimously approved, that a public hearing be held September 21, 1978, at 7:00 P.M., in the Main Library to discuss the fifth draft of the "Meeting Room Policy".

PERSONNEL COMMITTEE
COMMISSIONER RAYE G. RICHARDSON

1. It was moved by Commissioner Richardson, seconded by Commissioner Callanan and unanimously approved, that the following Resolution #1079, be adopted:

APPROVED, Non-Civil Service Temporary and Recertification of Temporary appointments made during the month of June, 1978.

2. It was moved by Commissioner Richardson, seconded by Commissioner Callanan and unanimously approved, that the following resolution be adopted:

WHEREAS, Anne Schofield has served her fellow citizens of her native city of San Francisco with honor and devotion for many years; and

WHEREAS, Anne Schofield has demonstrated unqualified professionalism in a variety of tasks throughout her career in the order, catalog, and bindery departments and at Merced and Sunset Branches; and

WHEREAS, Anne Schofield has shown a compassionate understanding in providing service to Senior and infirm citizens; and

WHEREAS, Anne Schofield has brought a heightened appreciation of Neighborhood Library Service to a wide range of Ethnic and Socio-economic groups in the Ocean View, Merced, Parkside, and Sunset neighborhoods; and

WHEREAS, Anne Schofield has utilized unsurpassed administrative skills, giving effective and consistent leadership as a Cluster Head for the staffs with whom she worked; and

WHEREAS, Anne Schofield has provided a legacy of many superbly trained and motivated staff members to continue excellence in service; and

WHEREAS, Anne Schofield has gained the admiration and respect of her co-worders and the citizens of San Francisco; now, therefore, be it

RESOLVED, that the San Francisco Public Library Commission does hereby commend Anne Schofield on the occasion of her retirement for her distinguished services to San Francisco and to the library profession; and, be it

FURTHER RESOLVED, that the Commission on behalf of the citizens of San Francisco and the Staff of the San Francisco Public Library extend sincerest appreciation for her devotion to library service and wish her a long, healthy and happy retirement.

EXTERNAL AFFAIRS COMMITTEE
COMMISSIONER MARJORIE G. STERN

1. Commissioner Stern reported on the past months' efforts on behalf of the Library by KLA, the Guild, the Friends, the Commission, the Staff, and many other groups of people, in connection with the budget and Jarvis/Gann. She stated that everyone had worked well together and that she was grateful to everyone involved.

She felt that such efforts will have to be continued if the Library is to serve the people of San Francisco to the best of its ability.

2. It was moved by Commissioner Stern, seconded by Commissioner Yung and unanimously approved, that the following Resolution #1080, be adopted:

WHEREAS, Mrs. Billie Pearl-Schuler has worked tirelessly and devotedly on behalf of the San Francisco Public Library; and

WHEREAS, she has been an articulate and energetic leader in the Friends of the San Francisco Public Library and in Keep Libraries Alive; and

WHEREAS, she has organized and led effective campaigns in support of the Library's annual budget requests, the designation of Marshall Square as the site of a future library building, increased library funding from state and federal sources; and

WHEREAS, her work to defeat Proposition 13, and her efforts to restore full funding to the Library were carried out at a very high level of excellence; now, therefore, be it

RESOLVED, that the San Francisco Public Library Commission does hereby commend Mrs. Billie Pearl-Schuler for her devotion and dedication to the library and to the people it serves; and, be it

FURTHER RESOLVED, that the San Francisco Public Library Commission hereby expresses deep appreciation to Mrs. Billie Pearl-Schuler for her inspiring leadership and wise counsel over the years and the fervent hope that she will continue her splendid efforts in the years ahead.

3. It was moved by Commissioner Stern, seconded by Commissioner Richardson and unanimously approved, that the following Resolution #1081, be adopted:

WHEREAS, Mrs. Sally Brunn, Vice President of the Friends of the San Francisco Public Library, has been a tireless and ardent supporter of the San Francisco Public Library throughout the years; and

WHEREAS, in the spring of 1975, with her eloquence and knowledge she obtained a change in the interpretation of the Mayor's Community Development Program to include urban libraries with several branches, which were not previously included in the act; and

WHEREAS, this new interpretation was of national significance for other urban libraries, and specifically for San Francisco as the Bernal, Park, and Chinatown Branch Libraries were recipients of funding for improvements; and

WHEREAS, she has been active in a program to improve the Noe Valley Branch Library and obtaining thousands of signatures from its patrons urging continuation of library services there; now, therfore, be it

RESOLVED, that the San Francisco Public Library Commission does hereby commend Mrs. Sally Brunn for her dedication and devotion to the Library and to the people it serves; and, be it

FURTHER RESOLVED, that the San Francisco Public Library Commission expresses deep appreciation to Mrs. Sally Brunn and hope for the continuation of her fine efforts in the years ahead.

PLANNING COMMITTEE
COMMISSIONER MARILYN K. WEISBERG

1. No report.

FINANCE COMMITTEE
COMMISSIONER EDWARD BRANSTEN

1. No report.

COMMUNICATIONS

1. Two letters, one for the Ocean View Branch and one for the Glen Park Branch, were read to the Commission. The letters concerned the continuation of services at these branches. It was stated that library services are scheduled to be continued at the branches.

2. A letter from Mr. James Lim, Children's Librarian at the Eureka Valley Branch, stated that Ms. Ruby O'Burke, an artist in the Eureka Valley community, would like to donate a 'totem pole' to the Eureka Valley Branch. This matter was referred to the External Affairs Committee for consideration.

3. A letter from Mr. James Chaffee was read to the Commission. The letter asked that the Commission consider a resolution which resolved "that all affairs of the Library Commission be turned over to the City Attorney for review". After consideration by the Commission of this requested resolution, it was dropped for lack of a motion to implement.

NEW BUSINESS

1. None.

ADJOURNMENT

President Englander stated that for the reminder of the 1978 year all regular meetings of the Commission will be held at the Main Library at 7:30 P.M. on the first Tuesday of the month.

There being no further business to transact, the July 5, 1978 regular meeting of the Commission was adjourned at 9:20 P.M.

There will be no regular meeting of the Commission in August.

The next scheduled meeting will be Tuesday, September 5, 1978, at 7:30 P.M., in the Main Library.

Respectfully submitted,

George Cerasi

GEORGE CERASI
Secretary
Library Commission

July 5, 1978

RESOLUTION NO. 1079

RESOLVED, that the following Non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of June 1978 be approved:

P/T 3602 Library Page
Laughrey, Georgia

AND FURTHER, that the following resignations of Non-Civil Service, part-time and temporary positions be accepted:

F/T 1424 Clerk Typist
Braun, Carol

P/T 2708 Custodian
Glorioso, Paul

P/T 3602 Library Page
Hom, Dexter
Lee, Alexander
Louie, Johnson
Mason, Robert
Yee, Betty
Yuen, William
Zybert, Richard

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COMMISSION MEETING

Minutes

September 5, 1978

The regular meeting of the San Francisco Public Library Commission was held Tuesday, September 5, 1978 at the Main Library.

The meeting was called to order at 7:45 P.M. by President Englander.

On roll call, the following were noted present: Commissioners Englander, Bransten, Richardson, Weisberg, and Yung. Commissioners Callanan and Stern were excused.

It was moved by Commissioner Richardson, seconded by Commissioner Bransten and unanimously approved, that the July 5, 1978 Commission meeting minutes be accepted.

CITY LIBRARIAN'S REPORT
MR. JOHN C. FRANTZ

1. Two staff members were introduced to the Commission in their new roles: Ms. Glenda Hooper, the new Director of the Bay Area Reference Center, and Mrs. Joan Dillon, the new Assistant Coordinator of Children's Services. The Commission congratulated them on their new positions in the library.

2. The Urban Libraries Council has gone ahead with plans for a National Conference on the future of Urban Libraries. The Conference is scheduled for October 26-27, 1978 in Chicago, Illinois.

3. Mr. Frantz had a meeting with Mr. Rudy Nothenberg and Mr. Ray Sullivan, earlier this summer, at which time it was concluded that as a matter of absolute priority the library should begin to control its cash income from fines.

4. Mr. Frantz had attended the dedication ceremony of the new Glen Park Branch Library on July 28. He stated that there was an excellent turnout and that the new building was a fine one. There has been much community input in this new move of the Glen Park Branch.

5. He had also attended the annual program which is given for the young readers of the Library's annual Summer Reading Program, on August 31, at the Herbst Theatre. He was very impressed and proud of the event.

6. Mr. Frantz was at the welcoming ceremony in North Oakland for Ms. Clara Jones. Ms. Jones has retired as the Director of the Detroit Public Library and is now a Regency Professor of Librarianship at Berkeley. Mr. Frantz has invited her to come to a future library meeting of the staff here and also a Commission meeting.

7. The Commission was informed that Mr. Frantz, at some future date, may be called upon for Jury Duty.

8. A non-profit organization called 'Books for Youth' has an interesting proposal for training young people in retail book selling by a sort of internship experience, and they would like to set up a retail book selling operation at Washington High School. Mr. Frantz will continue to report on any forward steps that are taken in this direction.

9. Last Thursday, Mr. Frantz sat in on a meeting of the Governor's Commission to Reform State Government, which is now called the Post Commission. The Commission has a deadline of January 15, 1979 to try and reform the State's fiscal structure.

10. He has also been meeting with a sub-committee of the California Library Association to draft broad recommendations to submit to the Post Commission in the event of its actual success and implementation of reform in the State's fiscal structure.

11. Negotiations have resumed with the Librarians' Guild. Starting next Thursday, September 7, a meeting to commence on original negotiations with non-professionals of Local 400, will be held in the Lurie Room of the Main Library.

SECRETARY'S REPORT
MR. GEORGE CERASI

1. No report.

Mr. Cerasi wished to state that he, also, had attended the Summer Reading Program and was delighted with the success of the event.

LIBRARIANS' GUILD REPORT
MRS. JOAN JACKSON

1. No report.

OTHER STAFF REPORTS

1. No reports.

FRIENDS' REPORT
MRS. GRACE MACDUFF

1. No report.

KEEP LIBRARIES ALIVE REPORT
MRS. BILLIE PEARL-SCHULER

1. No report.

PLANNING COMMITTEE
COMMISSIONER MARILYN K. WEISBERG

1. At the Committee meeting of August 17, 1978 Mr. Frantz reported on the following items: 1) the Charter Revision Commission and the need for the library to take positions on those charter provisions affecting library operation; and 2) the Governor's Commission to Reform State Government (Post Commission) and the need to have libraries included in its deliberations.

Also at the Committee meeting, Ms. Cynthia Vollmer had presented and explained a revised draft of the Master Plan outline and the proposed methodology for beginning the writing of text.

At the next meeting of the Planning Committee, which will be Thursday, Sept. 21, at 10:00 A.M., progress reports on the above items will be given.

EXTERNAL AFFAIRS COMMITTEE
COMMISSIONER MARJORIE G. STERN

1. At the August 16 meeting of the Committee the status of plans for the Library's Centennial were discussed.

OPERATIONS COMMITTEE
COMMISSIONER JUDITH YUNG

1. No report.

Commissioner Yung reminded the Commissioners that a public hearing on the 'Meeting Room Policy' will be held Thursday, September 21, 1978 at 7:00 p.m. in the Commission Room.

RESOURCES AND SERVICES COMMITTEE
COMMISSIONER EDWARD F. CALLANAN

1. No report.

PERSONNEL COMMITTEE
COMMISSIONER RAYE G. RICHARDSON

1. At the August 10 meeting of the Committee Mr. Frantz was requested to submit a supplemental budget and to report to the Civil Service Commission that three library employees were working out of class.

Mr. Frantz reported tonight that the above matters have been taken care of satisfactorily.

2. It was moved by Commissioner Richardson, seconded by Commissioner Bransten and unanimously approved, that the following Resolution #1082 be adopted:

APPROVED, non-civil service temporary and recertification of temporary appointments made during the month of July/August, 1978.

3. It was moved by Commissioner Richardson, seconded by Commissioner Weisberg and unanimously approved, that the following Resolution #1084 be adopted:

WHEREAS, Vivian Goodwin has served the people of San Francisco with honor and devotion for more than four decades; and

WHEREAS, Vivian Goodwin has demonstrated a high order of professionalism throughout her career in assignments at Mission, West Portal, Sunset, Bernal, Anza, and Excelsior Branches; and

WHEREAS, Vivian Goodwin served with distinction as Chief of Technical Services for the library and supervised the automation of the cataloging department; and

WHEREAS, Vivian Goodwin was an eloquent representative of the library to a large number of official forums; now, therefore, be it

RESOLVED, that the San Francisco Public Library Commission does hereby commend Vivian Goodwin on the occasion of her retirement for her distinguished services to San Francisco and to her profession; and, be it

FURTHER RESOLVED, that the Commission on behalf of the people of San Francisco and the staff of the library extend sincerest appreciation for her devotion to the library and wish her a long, healthy and happy retirement.

4. It was moved by Commissioner Richardson, seconded by Commissioner Yung and unanimously approved, that the following Resolution #1085 be adopted:

WHEREAS, Dorothy Hult has served the people of San Francisco with honor and devotion for more than thirty years; and

WHEREAS, Dorothy Hult has brought to a wide variety of assignments in the main library and in branches a high order of excellence; and

WHEREAS, Dorothy Hult served with particular loyalty and distinction as Coordinator of Children's Services and demonstrated special concern for the children of the city and their parents; now, therefore, be it

RESOLVED, that the San Francisco Public Library Commission does hereby commend Dorothy Hult on the occasion of her retirement for her distinguished services to San Francisco and to the users of its libraries; and, be it

FURTHER RESOLVED, that the Commission on behalf of the citizens of San Francisco and the staff of the library extend sincerest appreciation for her devotion to library services and wish her a long, healthy, and happy retirement.

The Personnel Committee was instructed to look into the matter of creating some kind of retirement gift fund for future retirees to show the Library's appreciation for their services.

FINANCE COMMITTEE
COMMISSIONER EDWARD BRANSTEN

1. It was moved by Commissioner Bransten, seconded by Commissioner Weisberg and unanimously approved, that the following Resolution #1083 be adopted:

AUTHORIZING LIBRARY TO APPLY, ACCEPT AND EXPEND FEDERAL FUNDS THROUGH THE STATE LIBRARY SYSTEM FOR THE EXTENSION OF THE SAN FRANCISCO PUBLIC LIBRARY REFERENCE PROJECT FOR 1979-80.

WHEREAS, the San Francisco Public Library has been receiving funds since 1967 under the Federal Library Services and Construction Act administered by the California State Library for the operation of its reference project, the Bay Area Reference Center; and

WHEREAS, the San Francisco Public Library has been named one of two Regional Resource Centers in California under the Library Services and Construction Act in recognition of successful operation of the above reference project; now, therefore, be it

RESOLVED, that the San Francisco Public Library be authorized to apply for, accept and expend funding for 1979-80 to be applied to the Bay Area Reference Center; and, be it

FURTHER RESOLVED, that this approval shall not commit the City and County of San Francisco to continuance beyond the period covered by said grant funds.

2. It was moved by Commissioner Bransten, seconded by Commissioner Yung and unanimously approved, that the following Resolution #1086 be adopted:

RESOLVED, that the Library Commission hereby authorizes the attendance of Roberto Esteves at the Home Videoshow to be held September 30 - October 1, 1978, in Los Angeles; expenses to be paid from Communications Center funds, as such funds permit.

3. It was moved by Commissioner Bransten, seconded by Commissioner Yung and unanimously approved, that the following Resolution #1087 be adopted:

RESOLVED, that the Library Commission hereby authorizes the attendance of Helen Cannon, Anne Kincaid, and William Ramirez at the meeting of the California Library Association Council, September 16, 1978, which is to be held in Los Angeles; expenses to be paid from State funds, (Public Library Services Act) in accord with no. 12-n of the Library's Plan of Service, as such funds permit.

4. It was moved by Commissioner Bransten, seconded by Commissioner Richardson and unanimously approved, that the following Resolution #1088 be adopted:

RESOLVED, that the Library Commission hereby authorizes the attendance of 50+ Librarians at the Baker & Taylor's New Books Showcases, October 26-27, 1978, which is to be held at the San Francisco Hilton Hotel; expenses to be paid from State funds, (Public Library Services Act) in accord with no. 12-n of the Library's Plan of Service, in the amount of $200.00.

COMMUNICATIONS

1. Two letters on the subject of a mural for the Potrero Branch Library were read to the Commission. One letter had asked for the Commission's consideration of approval for the mural, but the other letter had requested that the matter be dropped due to the lack of approval by the Potrero Boosters Organization, a community organization. Therefore, there was no action for the Library Commission to take.

2. A letter addressed to Commissioner Englander from S.P.U.R. was referred to the Operations Committee for consideration. The contents of the letter were not reported at the meeting.

NEW BUSINESS

1. None.

ADJOURNMENT

There being no further business to transact, the September 5, 1978 Commission meeting was adjourned at 8:55 P.M.

The next regular meeting of the Commission will be held Tuesday, October 3, 1978, at 7:30 P.M., in the Main Library.

Respectfully submitted,

George Cerasi

GEORGE CERASI
Secretary
Library Commission

September 5, 1978

RESOLUTION NO. 1082

RESOLVED, that the following Non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of August 1978 be approved:

3602 PT Library Page	3602 PT Library Page
Carey, Ann	Shue, Pansy
Chow, Kam	Wong, David
Choy, Dolly	Wong, Irene
Figueroa, Dora	Yee, Tony
Kwong, Helen	Young, Dennis

AND FURTHER, that the following resignations of Non-Civil Service, part-time and temporary positions be accepted:

3602 PT Library Page	3602 PT Library Page
Colyear, Michael	Hoover, Angela
Estrera, Charito	Quan, Maureen
Gee, Dennis	Tallerico, Margarita
Williams, Pamela	Wong, Carey

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SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

Minutes

October 3, 1978

The regular meeting of the San Francisco Public Library Commission was held Tuesday, October 3, 1978 at the Main Library.

The meeting was called to order at 7:40 P.M. by President Englander.

On roll call, the following were noted present: Commissioners Englander, Bransten, Callanan, Richardson, Weisberg, and Yung. Commissioner Stern was excused.

It was moved by Commissioner Weisberg, seconded by Commissioner Yung and unanimously approved, that the September 5, 1978 Commission meeting minutes be accepted.

CITY LIBRARIAN'S REPORT
MR. JOHN C. FRANTZ

In the absence of Mr. Frantz, Mrs. Scannell reported the following:

1. Mayor Moscone has issued his 1979-80 budget instructions to all city departments. The Library's 1979-80 "Basic Budget Request" would be $6 million or $1 million (14.2%) less than the current budget when following these instructions, but at this point nothing is definite.

2. We have received word from Sacramento that our proposal for a project to supply service to the homebound has received preliminary approval in the amount of $36,600.00.

3. The Library Administration has started meetings with representatives of the Library Workers Guild on a Memorandum of Understanding.

4. The Board of Supervisors has approved some changes in community development for removal of architectural barriers. The Library now has money to start plans for the main library entrance ramp and a ramp for the Communications Center.

5. A design for a proposed logo for the Centennial has been submitted by John Van der Zee.

6. The new Civil Grand Jury has begun to meet with staff members to discuss areas they may wish to review.

7. Last week in a meeting with staff from the Mayor's Office plans were discussed that focussed on trying to receive help from outside or private companies for city departments. Mr. Frantz will submit requests for help on specific projects.

SECRETARY'S REPORT
MR. GEORGE CERASI

1. No report.

LIBRARIANS' GUILD REPORT
MRS. JOAN JACKSON

1. Mrs. Jackson reported that the Librarians' Guild is concerned about security at the Main Library. The Police Department recently reviewed Main Library security procedures and will recommend additional guards with a higher civil service classification. A supplemental appropriation request is in preparation and will be submitted with Guild endorsement.

The Personnel Committee was instructed to keep in contact with appropriate parties on this matter and to make recommendations, etc., should the need arise.

Ms. Florence Mitchell, President of Local 400, stated that the Union can deal with City Departments only through the Labor Relations Officer, or in public meetings. Meetings can not be held between individual members of boards or commissions and union members.

OTHER STAFF REPORTS

1. No reports.

FRIENDS' REPORT
MRS. GRACE MACDUFF

Mrs. Sally Brunn reported for Mrs. Macduff.

1. The Black Oral History Project will be completed by the end of the year. There will be a reception for those who have participated on November 9, between 4:00-6:00 P.M., and an exhibit in the Main Library.

KEEP LIBRARIES ALIVE REPORT
MRS. BILLIE PEARL-SCHULER

1. No report.

OPERATIONS COMMITTEE
COMMISSIONER JUDITH YUNG

1. Commissioner Yung presented to the Commission the sixth draft of a policy covering the use of SFPL meeting rooms. (This draft had been discussed at a public hearing on September 21.) Tonight the Commissioners discussed the policy at some length. The following actions were taken:

A) It was moved by Commissioner Weisberg, seconded by Commissioner Richardson and unanimously approved by a roll call vote, to adopt a policy requiring that a library staff member be on the premises at all times when meeting rooms are in use.

B) It was moved by Commissioner Yung, seconed by Commissioner Weisberg and approved by a majority vote (Ayes: Commissioners Yung, Weisberg, Bransten, and Richardson - Noes: Commissioners Englander and Callanan.) that the Commission adopt a policy which will require groups using meeting rooms during hours when the facility would normally be closed and staff is not normally scheduled, to reimburse the library for the cost of providing staff coverage.

The balance of the policy statement was returned to the Operations Committee for further study.

RESOURCES AND SERVICES COMMITTEE
COMMISSIONER EDWARD F. CALLANAN

1. No report.

PLANNING COMMITTEE
COMMISSIONER MARILYN K. WEISBERG

1. No report.

EXTERNAL AFFAIRS COMMITTEE
COMMISSIONER MARJORIE G. STERN

1. Commissioner Bransten reported that plans are proceeding on the Library's Centennial. He stated that it is possible the National Endowment for the Humanities will issue some funds towards this project.

PERSONNEL COMMITTEE
COMMISSIONER RAYE G. RICHARDSON

1. It was moved by Commissioner Richardson, seconded by Commissioner Weisberg and unanimously approved, that the following Resolution #1089 be adopted:

APPROVED, Non-Civil Service Temporary and Recertification of Temporary appointments made during the month of September, 1978.

FINANCE COMMITTEE
COMMISSIONER EDWARD BRANSTEN

1. It was moved by Commissioner Bransten, seconded by Commissioner Richardson and unanimously approved, that the following resolutions be adopted:

RESOLUTION #1090

WHEREAS, Proposition 13 has greatly reduced ad valorum revenues for services of the San Francisco Public Library; and

WHEREAS, the burden of supporting public libraries has historically fallen disproportionally on local property taxes; and

WHEREAS, the San Francisco Public Library has, for many years, served as a valuable resource to the Bay Area, to Northern California, and to the entire state; now therefore, be it

RESOLVED, that the San Francisco Public Library Commission endorses the concept of securing a greater proportion of library revenues from state sources, and that such proportion be equivalent to the present basic local level of support on a statewide basis; and be it

FURTHER RESOLVED, that acceptance of such funding from state sources would not diminish or dilute the responsibility and authority of the San Francisco Public Library to establish library priorities and policies based upon the needs and interests of the users of this library.

RESOLUTION #1091

AUTHORIZING SAN FRANCISCO PUBLIC LIBRARY TO PARTICIPATE IN CALIFORNIA LIBRARY SERVICES ACT.

WHEREAS, San Francisco maintains the San Francisco Public Library for the purposes of meeting informational, educational and recreational needs of its residents; and

WHEREAS, the City of San Francisco is desirous of improving those services while deriving the greatest possible benefits of the use of public funds by:

a) Providing to its residents access to the materials and services of other libraries in the state through resource sharing;

b) Obtaining the maximum state and federal funding in support of such sharing; and

c) Augmenting services to those segments of the community not presently served; and

WHEREAS, the California Library Services Board has funds available under the California Library Services Act (Education Code Title I, Division I, Part 11, Chapter 4) to assist and support the sharing of library materials and services by California's libraries; now therefore, be it

RESOLVED, that the San Francisco Public Library is authorized to participate in the programs of the California Library Services Act; and be it

FURTHER RESOLVED, that the City Librarian of the San Francisco Public Library be directed and authorized to annually apply for and accept funds under this California Library Services Act.

RESOLUTION #1092

RESOLVED, that the Library Commission hereby authorizes the attendance of Thos. F. Fowler, Glenda Hooper, Audrey Powers, and Anne Roughton at the California Library Association's annual conference in San Diego, December 2 through 5, 1978, expenses to be paid from Bay Area Reference Center funds, as suchf funds permit.

COMMUNICATIONS

1. President Englander read a letter from the City Attorney stating his opinion that the Library Commission had not violated the Brown Act or the City Charter in those instances when a quorum of the Commission had attended public meetings of Commission Committees. President Englander stated his hope that the City Attorney's opinion would eliminate "further harassment and charge of misconduct."

2. Mr. Cerasi read a letter from Ms. Teresa Kennett, a member of the Bernal Heights Division of the Community Boards, which asked that the Library Commission consider opening the meeting rooms one more evening per week.

NEW BUSINESS

1. None.

ADJOURNMENT

There being no further business to transact, the October 3, 1978 Commission meeting was adjourned at 10:10 P.M.

The next meeting of the Commission will be a Special Commission meeting held Wednesday, November 8, 1978, at 7:30 P.M., in the Main Library.

Respectfully submitted,

George Cerasi

GEORGE CERASI
Secretary
San Francisco Public Library Commission

RESOLUTION NO. 1089

RESOLVED, that the following Non -Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of September 1978 be approved:

3602 PT Library Page
Arroyo, Aurora
Chin, Avery
Sullivan, Paul
Shilling, Beverly
Crecy, Margaret
Lozada, Edwin
Thorwald, Robert
Ng, Robert
Jackson, Melvin
Collins, Victoria

1422 FT Jr. Clerk Typist
Charnes, Richard
Holden, Earvin

1424 FT Clerk Typist
Robeson, Debra

3630 FT Librarian I
Goldthorpe, Mary

3602 PT Library Page
Sun, Lori
Chu, Stacy
Collins, Joan
Brady, Angelus
Yar, Man-Cheuk
Jensen, Lisa
Marcia, Irma
Mikulik, Carol
Bolds, Debra
Kwong, Ming
Harding, Patricia
Lee, Shirley

AND FURTHER, that the following resignations of Non-Civil Service, part-time and temporary positions be accepted:

3602 PT Library Page
Wong, Bruce
Laughrey, Georgia
Sheehan, Mary
Hagopian, Janet
Cox, Kathryn
Woo, Jensa
Byrd, Charles

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DOCUMENTS DEPT.
S.F. PUBLIC LIBRARY

SAN FRANCISCO PUBLIC LIBRARY

SPECIAL COMMISSION MEETING

= Minutes

November 8, 1978

The special meeting of the San Francisco Public Library Commission was held Wednesday, November 8, 1978 at the Main Library.

The meeting was called to order at 7:40 P.M. by President Englander.

On roll call, the following were noted present: Commissioners Englander, Bransten, Callanan, Richardson, and Yung. Commissioners Stern and Weisberg were excused.

It was moved by Commissioner Callanan, seconded by Commissioner Yung and unanimously approved, that the October 3, 1978 Commission Meeting minutes be accepted.

CITY LIBRARIAN'S REPORT
MR. JOHN C. FRANTZ

1. The Librarians' Guild and its membership has ratified the Memorandum of Understanding that was tentatively agreed on, and it is now being reviewed by the City Attorney.

2. A memorandum of understanding with the Library Workers Council has been tentatively approved and should soon be voted on by the membership. This M.O.U. will also be reviewed by the City Attorney.

3. Mr. Frantz has asked the Mayor's Management Assistance Team for some help in the area of the library's financial control.

4. Mr. Guillermo Parinas has been selected to fill the library's new position of Principal Accountant. Mr. Parinas' first assignment, when he reports to work on November 15, will be to implement recommendations of the Management Assistance Team pertaining to accounting procedures.

5. Two weeks ago Mr. Frantz attended a conference in Chicago on the future of urban main libraries; major cities in the U.S. were well presented at this conference. The proceedings of the conference should be available for review within the next month.

6. California will receive approximately $210,000 of the $2.5 million in LSCA, Title I, funds reserved for assistance to libraries serving cities of over 100,000 population. There are 20 cities in California eligible to participate for this money.

7. State Senator John Dunlap was defeated for re-election in Tuesday's election. Senator Dunlap proved himself to be a valid supporter of California libraries in past years and it is a loss for the cause of library advancement that he was not re-elected. However, on the plus side, Senator Milton Marks has expressed his eagerness to sponsor and support legislation for libraries. The library will be in touch with Senator Marks in the months ahead.

8. The White House Conference is scheduled for October, 1979. The California State Conference, to held in Sacramento, will be held from March until the Fall of 1979.

9. It was moved by Commissioner Callanan, seconded by Commissioner Richardson and unanimously approved, as a statement of supporting policy, that a resolution stating our compliance with the requirements of the California Library Services Act which will qualify us for approximately $24,042 under that legislation, be adopted.

10. Roberto Esteves has written an excellent memorandum to the CETA Office describing positions in the library that can be filled by physically handicapped persons. The library would like to see the CETA Office implement procedures whereby such positions could be filled by the physically handicapped.

SECRETARY'S REPORT
MR. GEORGE CERASI

1. We are in the midst of preparing the Maintenance and Repair Budget for the next fiscal year. We are advised not to expect or request alteration work, new construction, or furniture repair, but only repair and maintenance of buildings. This item of the budget looks to be a slim one for next year.

2. The community meeting room at the Bernal Branch Library is almost completed, and a community celebration is being planned to mark its opening.

LIBRARIANS' GUILD REPORT
MRS. JOAN JACKSON

Mr. Joe Sugg reported for Mrs. Jackson.

1. At the suggestion of the Librarians' Guild, it was moved by Commissioner Callanan, seconded by Commissioner Richardson and unanimously approved by a roll call vote, that the library be closed on Saturday, December 23 and Saturday, December 30, 1978, for the Christmas and New Year's Holidays. The library staff will work a Monday thru Friday schedule for these two weeks.

OTHER STAFF REPORTS

1. None.

FRIENDS' REPORT
MRS. GRACE MACDUFF

1. Mrs. Macduff gave an outline of her visit to the Public Relations Department of the Boston Public Library.

2. Mrs. Macduff stated that, in her personal opinion, the Mayor's budget recommendations for the library seem unrealistic in view of the fact that city employees will undoubtedly expect an increment in salary this next fiscal year.

3. The Commission was invited to the Black Oral History Project reception which has been planned for November 9, between 4:00-6:00 P.M., in the Commission Room. She expressed her hope that everyone would be able to attend.

KEEP LIBRARIES ALIVE REPORT
MRS. BILLIE PEARL-SCHULER

1. No report.

PLANNING COMMITTEE
COMMISSIONER MARILYN K. WEISBERG

1. No report.

OPERATIONS COMMITTEE
COMMISSIONER JUDITH YUNG

1. The Committee is still working on the meeting room policy draft, so there are no recommendations yet.

RESOURCES AND SERVICES COMMITTEE
COMMISSIONER EDWARD F. CALLANAN

1. The Resources Committee is still working on the materials selection policy and had no recommendations to make at this time. It was noted that the Librarians' Guild has formed a committee to review this selection policy. Library staff will then review the Guild's views and/or recommendations when the time is appropriate.

2. President Englander read a letter to the Commission from Mr. Tom Veitch expressing Mr. Veitch's concern about the library's discard policy and books stolen from the library. The letter was referred to the Resources and Services Committee for consideration.

EXTERNAL AFFAIRS COMMITTEE
COMMISSIONER MARJORIE G. STERN

1. No report.

PERSONNEL COMMITTEE
COMMISSIONER RAYE G. RICHARDSON

1. It was moved by Commissioner Richardson, seconded by Commissioner Callanan and unanimously approved, that the following Resolution #1093, be adopted:

APPROVED, Non-Civil Service Temporary and Recertification of Temporary appointments made during the month of October, 1978. (SEE ATTACHED)

FINANCE COMMITTEE
COMMISSIONER EDWARD BRANSTEN

1. At the Committee meeting of October 17, the Mayor's budget instructions for the library's 1979-80 budget request were discussed. It was agreed that the library would comply and request an amount approximately $700,000 less than this year's appropriation, but that the request would also identify the actual amount needed to continue to provide library services at an adequate level. Commissioner Bransten suggested that since we are apparently faced with substantial reductions, all Commission committees should analyze the effects of reductions in the areas for which each committee is responsible.

It was also agreed at the Committee meeting that the City Librarian send a memo to all staff, explaining the budget situation, and asking for suggestions for reducing expenditures with minimum impact on resources and public services.

At tonight's meeting, it was moved by Commissioner Bransten, seconded by Commissioner Richardson and unanimously approved, that at the recommendation of the Finance Committee, the Operations and Resources & Services Committees look into the matter of branch consolidation, which the library might possibly have to implement in order to keep the budget within the Mayor's requirements.

President Englander requested that each of the Committees meet before the December Commission Meeting to explore the possible consequences for the library in the area of concern for each Committee, in view of the 1979-80 budget approach proposed by the Mayor.

2. It was moved by Commissioner Bransten, seconded by Commissioner Yung and unanimously approved, that the following resolutions be adopted:

RESOLUTION #1094

RESOLVED, that the Library Commission hereby authorizes the attendance of Helen Cannon, Anne Kincaid, Gil McNamee, Eunice Parker, William Ramirez, and Nancy Kellum-Rose at the Annual Conference of the California Library Association, which is to be held in San Diego, California, December 2-5, 1978; expenses to be paid from State funds (Public Library Services Act) in accordance with no. 12-N of the Library's Plan of Service, as such funds permit.

RESOLUTION #1095

RESOLVED, that the Library Commission hereby authorizes the attendance of Leslie Eldridge at the National Conference of Librarians for the Blind and Physically Handicapped, 1978, which is to be held in Washington, D.C., October 15-20, 1978; expenses to be paid from State funds (Public Library Services Act) in accordance with no. 12-N of the Library's Plan of Services, as such funds permit.

RESOLUTION #1096

RESOLVED, that the Library Commission hereby authorizes the attendance of Suzanne Lo at two workshops: How to Make Meetings Work, November 3, 1978 at Fidelity Savings, Berkeley, California; and Using Computers; an exploration, December 6, 1978 at the YWCA, in San Francisco, California; expenses to be paid from State funds (Public Library Services Act) in accordance with no. 12-N of the Library's Plan of Service, as such funds permit.

RESOLUTION #1097

RESOLVED, that the Library Commission hereby authorizes the attendance of Roberto Esteves and Ruth Russell at the California Library Association Conference to be held in San Diego, California, December 2-5, 1978; expenses to be paid from Communications Center LSCA funds, as such funds permit.

RESOLUTION #1098

AUTHORIZING THE SFPL TO APPLY FOR, ACCEPT AND EXPEND FEDERAL FUNDS THROUGH THE STATE LIBRARY SYSTEM FOR THE CONTINUTION OF MEDIA SERVICES TO THE DISABLED FOR 1979-80.

WHEREAS, the San Francisco Public Library has available Federal Library Services and Construction Act funds for the extension and improvement of public library services to people without adequate services; and

WHEREAS, the San Francisco Public Library has operated a Communications Center for the Disabled since 1977, to serve the blind, deaf and physically disabled; and

WHEREAS, the passage of Proposition 13 has created a severe strain on the adoption of experimental programs; and

WHEREAS, the San Francisco Public Library is desirous of continuing the high quality of service demonstrated by the Communications Center for the disabled; now, therefore, be it

RESOLVED, that the San Francisco Public Library be authorized to apply for, accept and expend federal LSCA funds for 1979-80 for the development of communication and information services for the disabled; and be it

FURTHER RESOLVED, that this approval shall not commit the City and County of San Francisco to continuance beyond the period covered by said grant funds.

RESOLUTION #1099

AUTHORIZING THE SFPL TO APPLY FOR, ACCEPT, AND EXPEND FEDERAL FUNDS THROUGH THE STATE LIBRARY SYSTEM FOR THE CONTINUATION OF COMPUTER LIBRARY SERVICES FOR THE DISABLED FOR 1979-80.

WHEREAS, the California State Library has available Library Services and Construction Act funds for the extension and improvement of public library services to people without adequate service; and

WHEREAS, the San Francisco Public Library desires to demonstrate the effective and economical use of "home computers" as adapted to library operations; and

WHEREAS, the Talking Books program and subscriberg have great need for controlled inventory and title requests; now, therefore, be it

RESOLVED, that the San Francisco Public Library be authorized to apply for, accept, and expend federal funds for 1979-80 for the development of computer library service to the disabled; and be it

FURTHER RESOLVED, that this approval shall not commit the City and County of San Francisco to continuance beyond the period covered by said grant funds.

RESOLUTION #1100

RESOLVED, that the Library Commission hereby authorizes the attendance of Leslie Eldridge at the National Federation of the Blind of California, on November 3, 4, & 5, 1978, to be held in Fresno, California; expenses to be paid from Communications Center LSCA funds, as such funds permit.

RESOLUTION #1101

WHEREAS, the San Francisco Public Library has been given a collection of home format videotapes to be circulated free of charge on an experimental basis for six months; and

WHEREAS, the Library is desirous of developing procedures for the eventual circulation of all its media and materials; and

WHEREAS, the Library has had success in the retention and frequent circulation of framed art reproductions by fining $1.00 per day for overdue materials; now, therefore be it

RESOLVED, that the San Francisco Public Library Commission authorize the levy of a $1.00 per day fine on video materials, not to exceed a maximum fine of $10.00; and be it

FURTHER RESOLVED, that the Commission be informed of the success or failure of the home videotape experiment at its April meeting.

COMMUNICATIONS

1. Mr. Cerasi read a letter from the Director of the Mayor's Office of Employment and Training, Ms. Eunice Elton. The letter expressed Ms. Elton's gratitude to the Commission and Mr. Frantz for the current policy regarding use of library meeting rooms.

NEW BUSINESS

1. Commissioner Callanan suggested that a letter of congratulations be sent to the newly elected Charter Commissioners. Mr. Frantz stated that he has already started procedures for such a letter to be sent out.

ADJOURNMENT

There being no further business to transact, the November 8, 1978 Special Commission Meeting was adjourned at 9:25 P.M.

The next regular meeting will be held Tuesday, December 5, 1978, at 7:30 P.M., in the Main Library.

Respectfully submitted,
GEORGE CERASI, Secretary, Library Commissio

November 8, 1978

RESOLUTION NO. 1093

RESOLVED, that the following Non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of October 1978 be approved:

1444 FT Clerk Steno
Johnson, James

1424 FT Clerk Typist
Hourican, Carol

3602 PT Library Page
Alvarado, Vincent
Brady, Angelus
Expose', Jueleah
McGarvey, Mary
Monga, Manmohan
Muldoon, Steven

3602 PT Library Page
Murphy, Cathy
Reynolds, John
Smiser, Stephanie
Tong, Vincent
Tsoi, Wendy

AND FURTHER, that the following resignations of Non-Civil Service, part-time and temporary positions be accepted:

1424 FT Clerk Typist
Robeson, Debra

3602 PT Library Page
Casetta, Marisa
Connolly, James
Smiser, Stephanie
Tom, Victoria
Tong, Sandra

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SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

Minutes

December 5, 1978

The regular meeting of the San Francisco Public Library Commission was held Tuesday, December 5, 1978, at the Main Library.

The meeting was called to order at 7:40 P.M. by President Englander.

On roll call, the following were noted present: Commissioners Englander, Bransten, Stern, Weisberg, and Yung. Commissioners Callanan and Richardson were excused.

It was moved by Commissioner Yung, seconded by Commissioner Stern and unanimously approved, that the November 8, 1978 Special Commission Meeting minutes be accepted.

* * * *

President Englander took this time to express his and the Commission's sorrow on the tragic deaths of Mayor George Moscone and Supervisor Harvey Milk. He thanked Mr. Frantz for the sincere communications he had written to Mrs. Gina Moscone and the now new Mayor Feinstein.

CITY LIBRARIAN'S REPORT
MR. JOHN C. FRANTZ

1. Mr. Frantz and Mr. Parinas, the new Principal Accountant, will be meeting with Mr. Rudy Nothenberg of the Mayor's Office tomorrow to discuss the 1979-80 budget procedures. It is possible that these procedures may be impeded due to the new administration at City Hall.

2. If the Library is allowed to proceed on the 1979-80 budget request as anticipated there will be two public hearings held on this budget as follows: December 19, at the West Portal Branch Library, at 7:30 P.M., and December 21, in the Commission Room of the Main Library, at 7:30 P.M.

3. There will be a reception celebrating the opening of the new Community Room at the Bernal Branch Library at 5:00 P.M., Tuesday, December 12. The public is invited.

4. Mr. Frantz gave a short outline on the progress of the new Principal Accountant, Mr. Parinas, in the area of accounting procedures. He stated that Mr. Parinas is doing a very good job.

5. It was moved by Commissioner Stern, seconded by Commissioner Weisberg and unanimously approved, that the charge for the Union List of Periodicals and the Subject Catalog be raised to $15.00, from the existing price of $13.50.

6. Mr. Robert Wedgeworth, Executive Director of the American Library Association, and Ms. Eileen D. Cook, Director of the American Library Association's Washington office, were introduced to the Commission.

SECRETARY'S REPORT
MR. GEORGE CERASI

1. The Bank of America, who is the executor of the Angelo Caldart Estate, has informed the library that there are no restrictions whatsoever in the spending of the $300.00 left to us by Mr. Caldart in his will.

2. The library has received a gift of $30.00 from Mr. William Morley.

LIBRARIANS' GUILD REPORT
MRS. JOAN JACKSON

1. It was reported that Mr. Frantz has submitted a supplemental appropriation request for higher level security guards at the Main Library to City Hall. Mrs. Jackson stated that the Guild is willing to help in any way possible towards the accomplishment of this project.

2. Mrs. Jackson noted that the Guild had discussed with Mr. Frantz the delay in allowing new applicants to go on a reduced work week schedule.

3. An addendum to the Guild's branch reorganization plan which restructures library administration and "trims the fat at the top" was submitted to the Commission. The plan calls for elimination of the following positions: Public Information Officer; Personnel Officer; Personnel Analyst; Management Analyst; Coordinator, Adult Services; Corrdinator, Children's Services; and the Chiefs of Main Library, Branches, and Technical Services. The plan would create the following positions: Assistant City Librarian; Coordinator of Readers' Services with three Assistants (for Children's Services, Young Adult Services, and Adult Services) at the Librarian III level; three Regional Librarians at the Librarian IV level; and a Rotating Chief of Main at the Librarian IV level. The plan indicates a savings of approximately $100,000 a year. President Englander stated that the Commission would take the plan into consideration.

4. A letter addressed to the Commission Secretary from the Librarians' Guild was read to the Commission. The letter expressed the Guild's opposition to the continued presence of the Archives for the Performing Arts on Library property. (Communications Center) In the letter the Guild requested the Commission to refer the matter to an appropriate committee for a full report to the Commission at its next meeting.

It was moved by Commissioner Yung, seconded by Commissioner Stern and unanimously approved, that the letter be referred to the Resources and Services Committee for consideration.

OTHER STAFF REPORTS

1. None.

FRIENDS' REPORT
MRS. GRACE MACDUFF

1. It was noted that the November 9, Black Oral History Project Reception was a very successful event.

KEEP LIBRARIES ALIVE REPORT
MRS. BILLIE PEARL-SCHULER

1. No report.

EXTERNAL AFFAIRS COMMITTEE
COMMISSIONER MARJORIE G. STERN

1. At the December 1, 1978 Committee meeting the following items were discussed:

-possible memorials for Mayor George Moscone and Supervisor Harvey Milk.
-budget procedures (which are uncertain at this time due to the new city administration) and budget priorities.
-advocacy for the library.
-the library's news bulletin and how it may be improved.

Mr. Frantz stated that Mrs. Gladys Hansen and Mr. Dave Belch have been in touch with the Mayor's Office in connection with securing, for the SFPL, the official papers of Mayor Moscone. The Mayor's Office has given assurances that these papers will be sent to the Library Department.

Steps are also being taken to secure the official papers of Supervisor Harvey Milk.

RESOURCES AND SERVICES COMMITTEE
COMMISSIONER EDWARD F. CALLANAN

1. Commissioner Weisberg stated that the Committee had met to discuss the budget request as it pertains to the resources and services of the library, but that for now no actions or recommendations are forth coming.

OPERATIONS COMMITTEE
COMMISSIONER JUDITH YUNG

1. No report.

PLANNING COMMITTEE
COMMISSIONER MARILYN K. WEISBERG

1. No report.

PERSONNEL COMMITTEE
COMMISSIONER RAYE G. RICHARDSON

1. It was moved by Commissioner Weisberg, seconded by Commissioner Stern and unanimously approved, that the following Resolution #1102, be adopted:

APPROVED, Non-Civil Service Temporary and Recertification of Temporary appointments made during the month of November, 1978. (SEE ATTACHED)

* * * *

President Englander appointed Commissioners Callanan (Chairperson), Yung, and Richardson as members of an Ad Hoc Nominating Committee for Commission Officers for 1979. This Committee is to hold a meeting to recommend nominations for officers and then to report these nominations at the January Commission Meeting.

FINANCE COMMITTEE
COMMISSIONER EDWARD BRANSTEN

1. It was moved by Commissioner Bransten, seconded by Commissioner Stern and unanimously approved, that the following resolution be adopted:

RESOLUTION #1103

RESOLVED, that the Library Commission accepts a gift of $250.00 from the Friends of the Public Library. Said gift is given for the express purpose of reimbursing the City Librarian or his designee for actual and necessary expenses incurred for travel and subsistance while on official library business.

RESOLUTION #1104

RESOLVED, that the Library Commission accepts a gift of $300.00 from the estate of the deceased Angelo Caldart. Said gift to be used as the Library deems appropriate.

RESOLUTION #1105

RESOLVED, that the Library Commission accepts a gift of $30.00 from Mr. William Morley. Said gift to be used for the purchase of materials for the San Francisco Public Library.

RESOLUTION #1106

WHEREAS, the Bay Area Reference Center has provided one-day workshops at Modesto and Susanville, California, in November 1978, as part of its continuing education project; and

WHEREAS, the expenses incurred in the travel to Modesto and Susanville exceeded the limits provided by the Library Commission's Resolution #911 of July 6, 1976; now, therefore, be it

RESOLVED, that Thos. S. Fowler, BARC workshop coordinator, be reimbursed in the amount of $167.49, to be drawn from Bay Area Reference Center funds, as such funds permit.

COMMUNICATIONS

1. A letter from Mr. Rodger Forrest expressing his experience on the inadequate service of the coin-operated typewriters in the Main Library was read to the Commission.

NEW BUSINESS

1. None.

ADJOURNMENT

There being no further business to transact, the December 5, 1978 Commission Meeting was adjourned at 9:05 P.M. in the honor and memory of Mayor George R. Moscone and Supervisor Harvey Milk.

The next regular meeting will be held Tuesday, January 2, 1979, at 7:30 P.M., in the Main Library.

Respectfully submitted,

George Cerasi

GEORGE CERASI
Secretary
Library Commission

December 5, 1978

RESOLUTION NO. 1102

RESOLVED, that the following Non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of November, 1978 be approved:

1424 FT Clerk Typist
O'Keefe, Carol

3602 PT Library Page
Sheppard, Barbara
Lander, Stephen
Yee, Merry
Ortiz, Jeannett
Tallerico, Margarita
Nalls, Wanda
Wong, Elaine

AND FURTHER, that the following resignations of Non-Civil Service, part-time and temporary positions be accepted:

1424 FT Clerk Typist
Hourican, Carol

3602 PT Library Page
Gomez, Zenaida
Chabot, Ronald
Haugse, Jill
Sanders, Robert
Chu, Thomas

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SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

Minutes

January 2, 1979

The regular meeting of the San Francisco Public Library Commission was held Tuesday, January 2, 1979 in the Main Library.

The meeting was called to order at 7:40 P.M. by President Englander.

On roll call, the following were noted present: Commissioners Englander, Bransten, Callanan, Stern, Weisberg, and Yung. Commissioner Richardson was excused.

It was moved by Commissioner Callanan, seconded by Commissioner Bransten and unanimously approved, that the December 5, 1978 Commission Meeting minutes be accepted with an amendment on page four, paragraph one, pertaining to the Nominating Committee members; the members of the Nominating Committee are Commissioners Callanan, Yung and Bransten, not Richardson. There being no objection, the December minutes were so moved and accepted.

CITY LIBRARIAN'S REPORT
MR. JOHN C. FRANTZ

1. A brief outline on the procedures, so far, of the 1979-80 budget request was related to the Commission. The Mayor's Office has indicated that the Library can expect to look forward to the base budget request with the first add-on included; an approximation of 88% of the current budget.

2. Mr. Frantz stated that he and Commissioner Stern are planning to attend the Budget Training Sessions that are planned, thru the Mayor's Office, for January 3, 6, and 11, at various neighborhoods in the city. The sessions will focus on the City's revenue limitations imposed by Proposition 13, actions that affect the city taken by Congress in the wake of Proposition 13 and what citizens may expect with respect to the 1979-80 City Budget.

3. Two resolutions from the California Library Association, on the late Mayor George Moscone and Supervisor Harvey Milk and their various supports and concerns for San Francisco and it's libraries were read to the Commission by Mr. Frantz. The Commission requested that these resolutions be forwarded to the families and friends of George Moscone and Harvey Milk.

SECRETARY'S REPORT
MR. GEORGE CERASI

1. Petitions containing 2,300 signatures of citizens requesting that a branch library be named after Supervisor Harvey Milk had been presented, earlier in the day, to the Secretary's Office. At the meeting Mr. Cerasi read the cover letter to these petitions, which was from Mr. Larry Dawson.

It was moved by Commissioner Stern, seconded by Commissioner Callanan and unanimously approved by a roll call vote that the Commission adopt the suggestion of the petitions and refer to Committee the determination of a suitable branch and the time designation for such action to be taken.

It was noted that, today, the Board of Supervisors had passed a resolution urging this same idea be implemented.

LIBRARIANS' GUILD REPORT
MRS. JOAN JACKSON

1. It was stated that the Guild had also voted in favor of naming a branch after Harvey Milk.

2. The following are the new officers of the Librarians' Guild:

President:	Bonnie Dopp	Corresponding Secretary:	Joan Dillon
Vice President:	Valerie Stevens	Recording Secretary:	Tibby Storey

3. At an inquiry from the Guild, it was reported that implementation of reduced work week schedules for new applicants should begin in about a month.

4. It was requested that the Personnel Committee schedule a meeting before the next Commission Meeting as the Guild has a personnel matter they wish to discuss.

5. Mrs. Jackson wished the Commission and everyone present a Happy New Year.

OTHER STAFF REPORTS

1. None.

FRIENDS' REPORT
MRS. GRACE MACDUFF

1. Mrs. Macduff was seeking delegates for the Regional Conference, which is to be held January 27 in California. She stated that she had applications available for anyone who wished to be a delegate to this conference which is a stepping stone to the State (Governor's) and White House Conferences which are planned for later this year.

2. Mrs. Macduff suggested a postponement to the Library's Centennial be considered due to the bleak outlook of the budget for 1979-80. President Englander stated he would recommend that the Centennial Committee review the whole question of the Centennial for 1979.

KEEP LIBRARIES ALIVE REPORT
MRS. BILLIE PEARL-SCHULER

1. No report.

PLANNING COMMITTEE
COMMISSIONER MARILYN K. WEISBERG

1. No report.

OPERATIONS COMMITTEE
COMMISSIONER JUDITH YUNG

1. At the December meeting of the Operations Committee the subject of the 1979-80 budget request was discussed in connection with the operations of the library. However, no recommendations for action were considered for submission to the Commission.

2. The Committee had also discussed the 'Meeting Room Policy'. At tonight's meeting Commissioner Yung recommended that the final draft of the 'policy' be adopted with the following two changes: 1) in Section B: Eligibility, paragraph two, the beginning words of the second sentence 'Except for the Friends of the Library...' were stricken from the paragraph, and the words 'except with written permission from the City Librarian of his designee.' were added to the second sentence of the paragraph; 2) Section F: Applications, paragraph two, the words 'and if necessary, to the Library Commission.' were added to the first sentence of the paragraph.

At this point a discussion of more than two hours commenced on the 'policy' with the Friends of Noe Valley, including Ms. Alix Dilworth, President, stating their concerns and the possible consequences of adopting a meeting room policy that includes a reimbursement cost for custodial services rendered to groups who occupy meeting rooms at times when the library is closed to the public, or at times when library staff are not regularly scheduled on duty in the building. The Friends of Noe Valley objected strongly to this section which was labeled Section C: Costs, in the November 1978 Final Draft of the 'Meeting Room Policy'.

After the lengthy discussion held between the Commission, library staff, Friends of Noe Valley and attending patrons, it was approved by a roll call vote of the Commission (Ayes: Commissioners Englander, Stern, Bransten, and Callanan. - Noes: Commissioners Yung and Weisberg.) to adopt the November 1978 Meeting Room Policy Final Draft with the aforementioned two changes and minus Section C: Costs.

It was also moved by Commissioner Callanan, seconded by Commissioner Bransten and approved by a roll call vote (Ayes: Commissioners Englander, Stern, Bransten, and Callanan. - Noes: Commissioners Yung and Weisberg.) to suspend the two previously approved, October 3, 1978, policy items for 90 days, for the intent of reviewing the policy.

(The previously approved items were: 1) to adopt a policy requiring that a library staff member be on the premises at all times when meeting rooms are in use; and 2) to adopt a policy which would require groups using meeting rooms during hours when the facility would normally be closed and staff is not normally scheduled, to reimburse the library for the cost of providing staff coverage.)

It was stated that during the 90 day suspension period the policy of the library staff will be as directed by the administration. Such directive(s) to be forwarded to the staff as soon as is possible.

During the course of the discussion two letters of communication concerning the meeting room policy were read to the Commission. The letters were from Mr. Fred Methner, and Mr. Frank Fitch presenting the Eureka Valley Promotion Association.

EXTERNAL AFFAIRS COMMITTEE
COMMISSIONER MARJORIE G. STERN

1. In December the Committee had met and discussed the budget in various aspects, but no decisions were made.

RESOURCES AND SERVICES COMMITTEE
COMMISSIONER EDWARD CALLANAN

1. On December 14, the Resources Committee met for the primary reason of dicussing the Archives for the Performing Arts using space in the Library's Communications Center. Several questions were raised by the Librarians' Guild on whether it was proper to hire the Archives staff under the CETA program; what should be the policies regarding fund-raising activities by the Archives; what effect does the Archives have on the other services and patrons of the Communications Center; etc. The Committee discussed, with the Guild, these questions, some were dealt with and others were not. Judith Solomon and Russell Hartley stated their complete willingness to comply with any policies the library might establish for operation of the Archives. Mr. James Chaffee announced that he had requested CETA to conduct an investigation of the legality of employing Ms. Solomon and Mr. Hartley with CETA funds. (At this time the investigation has not been completed.)

Commissioner Callanan, at tonight's meeting, stated that the Resources Committee had agreed to ask the library administration to look into the aspects of the questions that were raised and to report to the Committee at a future meeting. Therefore, the Committee had no recommendations for action to bring before the Commission at this time.

PERSONNEL COMMITTEE
COMMISSIONER RAYE G. RICHARDSON

1. It was moved by Commissioner Callanan, seconded by Commissioner Stern and unanimously approved, that the following Resolution #1107, be adopted:

APPROVED, Non-Civil Service Temporary and Recertification of Temporary appointments made during the month of December, 1978. (SEE ATTACHED)

FINANCE COMMITTEE
COMMISSIONER EDWARD BRANSTEN

1. It was moved by Commissioner Bransten, seconded by Commissioner Stern and unanimously approved, that the following resolutions be adopted.

RESOLUTION #1108

RESOLVED, that the Library Commission hereby authorizes the attendance of Roberto Esteves, Nancy Kellum-Rose, and Grace Ruth at the ALA Midwinter Conference in Washington, D.C., January 6-11, 1979; expenses to be paid from State funds (Public Library Services Act) in accordance with No. 12-N of the Library's Plan of Service, as such funds permit.

RESOLUTION #1109

RESOLVED, that the Library Commission hereby accepts a gift of $25.00 from Mrs. Mary C. Cravens in honor of Mr. and Mrs. Malcolm Cravens of San Francisco. Said gift to be used for the purchase of books for the San Francisco Public Library.

RESOLUTION #1110

RESOLVED, that the Library Commission hereby accepts a gift of $100.00 from Ms. Catherine A. Porter, her staff, and the Legal Department Attorneys of Bank of America. Said gift to be used for the purchase of books or other library materials for the Science and Documents Department of the main library.

Commissioner Englander congratulated Mr. Frantz for his sincere communications to the several generous patrons who gave gifts to the Library.

COMMUNICATIONS

1. None.

NEW BUSINESS

1. None.

ELECTION OF OFFICERS

It was moved by Commissioner Callanan, seconded by Commissioner Yung and unanimously approved, that the Commission adopt the recommendations of the Nominating Committee and electing President: Commissioner Stern; First Vice-President: Commissioner Bransten; and Second Vice-President: Commissioner Weisberg. A further recommendation of the Nominating Committee was that office holders should rotate annually. This last recommendation to be carried out with prudence and flexibility and not become a formal part of the Commission By-Laws.

The Commissioners expressed their appreciation to Commissioner Englander for his dedication to duties as President of the Library Commission for the past two years.

ADJOURNMENT

There being no further business to transact, the January 2, 1979 Commission Meeting was adjourned at 10:55 P.M.

The next regular meeting will be held Tuesday, February 6, 1979, at 7:30 P.M., in the Main Library.

Respectfully submitted,

George Cerasi

GEORGE CERASI
Secretary
Library Commission

January 2, 1979

RESOLUTION NO. 1107

RESOLVED, that the following Non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of December, 1978 be approved:

3602 Library Page, Part-Time
Sanchez, Bonifacio
Gastellum, Lynn
Talmadge, Patrick
Raymundo, Wilber
Ng, Alice

3630 Librarian I-Part-Time
Smith, Gerald

1444 Clerk Stenographer
Johnson, Gary

1424 Clerk Typist
Freese, Linda

AND FURTHER, that the following resignations of Non-Civil Service, part-time and temporary positions be accepted:
Eady, Jerry
Scanlan, Mary Jane
Stewart, Maryanne
Pasibe, Anacita
Nimearmon, Pam
Moore, Angela
Yue, Nancy
Lander, Stephen
Tom, Susan
Crecy, Margaret
Clupper, Suzanne
Ross, Elizabeth
Chin, Avery

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S.F. PUBLIC LIBRARY

MINUTES OF THE

SAN FRANCISCO PUBLIC LIBRARY

SPECIAL COMMISSION MEETING

JANUARY 30, 1979

The Special Meeting of the San Francisco Public Library Commission was held Tuesday, January 30, 1979 in the Main Library.

The meeting was called to order at 7:30 p.m. by President Stern.

On roll call, all members of the Commission were present.

City Librarian Frantz outlined the instructions from the Mayor's Office for the preparation of the 1979-80 budget requests. These require the Library to submit four budgets as specified levels of funding: a basic budget at 83% of 1978-79 funding; a second which is 5% higher than the basic; a third which is 4% higher than the second; and a fourth which is 3% higher than the third. The Library must submit documents showing what services would be funded at each of the possible levels of the 1979-80 budget. The instructions do not allow submission of a request that would maintain services at the current level.

Mr. Frantz outlined staff recommendations on what services could be provided at each level of funding. Under the "best case" budget, which is approximately 95% of the current budget, the Library would have to lay off 18 employees, close five branches, reduce service at the Main Library by 12 hours a week, purchase only about 70% of the number of books purchased this year, and reduce many other services.

Under the "worst case" budget, the Library would lay off at least 46 employees, close eight branches, operate the 18 remaining branches only five days a week, operate the Main Library on a five day (Tuesday-Saturday) schedule, close the Business Library, and eliminate or reduce many other services.

In all cases, the positions of Coordinator of Children's Services, Chief of Technical Services and Public Information Officer would be eliminated. (It is planned that the current Coordinator of Adult Services would become the Coordinator of Public Services with two Librarian III assistants, one for service to Children and one for service to Adults.)

Mr. Frantz also pointed out that recent changes in CETA will mean that the Library will lose approximately 80 additional employees on or before September 30, 1979, and this would force further reductions in service.

Mr. Frantz pointed out that the documents before the Commission represented the best recommendations of the staff on the appropriate allocation of the various levels of funding that might be available.

He stated that numbers themselves were not subject to debate but that the Commission should consider and approve the allocation of funds proposed in the report.

Public representatives of several neighborhoods testified in opposition to closing branches, specifically their own branches, but in general they were opposed to closing any branch library. They were concerned not only for the library service offered by the branches, but for the important part the branches play as community centers. They felt that once a branch was closed, it would fall victim to vandalism, and that they would never be reopened. They expressed willingness to get along on drastically reduced schedules in preference to actual closing. Several individuals felt that public hearings should be held in the neighborhoods before branches were closed.

Several individuals also expressed opposition to elimination of the position of Coordinator of Children's Services.

Commissioner Englander stated that he could not vote to close branches until all other alternatives had been explored. He suggested the staff study a plan under which single branch staff would operate two facilities on alternate days. Several public representatives expressed interest in this proposal. Staff members expressed the belief that such a plan would reduce services to the lowest possible level.

It was moved by Commissioner Callanan that the section of the budget documents which refers to formation of a business community organization to support the Business Library be removed from the budget request and communicated to the Mayor by letter. This was seconded by Commissioner Bransten, and approved.

It was moved by Commissioner Weisberg that the list of branches to be closed be preceeded by the phrase, "likely candidates for closure include", and that other references to specific branches that might be closed be eliminated. Seconded by Commissioner Richardson, and approved with Commissioners Englander and Callanan voting nay.

It was moved by Commissioner Bransten that the budget request, as amended, be adopted. Seconded by Commissioner Yung. Roll call: Aye - Bransten, Weisberg, Richardson, Yung, Stern. Nay - Callanan, Englander. On the original roll call, Commissioner Weisberg abstained because of the elimination of the position of Coordinator of Children's Services, but changed her vote to Aye after stating her concern.

Commissioner Weisberg announced that the Finance Committee of the Commission would consider the criteria used to select branches for closure and review the proposed staff lay-offs at a meeting to be held at 4:00 p.m., ~~Wednesday~~, February ~~28~~ MOD - 5.

There being no further business to transact, the Special Meeting of the Library Commission was adjourned at 11:20 p.m.

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S.F. PUBLIC LIBRARY

SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

Minutes February 6, 1979

The regular meeting of the San Francisco Public Library Commission was held Tuesday, February 6, 1979 in the Main Library.

The meeting was called to order at 7:40 p.m. by President Stern.

On roll call, the following were noted present: Commissioners Stern, Bransten, Englander, Richardson, Weisberg, and Yung. Commissioner Callanan was excused.

It was moved by Commissioner Yung, seconded by Commissioner Weisberg and unanimously approved, that the January 2, 1979 Commission Minutes be accepted.

CITY LIBRARIAN'S REPORT
MR. JOHN C. FRANTZ

1. On February 9, 1979, the Memorandum of Understanding will be signed with the Library Workers Council.

2. Mr. Frantz attended three budget briefings at the Mayor's Office.

3. Mrs. Macduff and Mr. Frantz met with Supervisor Carol Ruth Silver who was optimistic about the Library's budget, but said that Prop. 13 had to be lived with.

4. Mr. Frantz was scheduled to meet with the new supervisors the following week as a courtesy call.

5. Mr. Frantz attended the Pre-Conference in Santa Cruz for the Governor's Conference on Libraries.

6. Initial contact was made with the Civil Service Commission about the new Uniform Evaluation Procedures. Mr. Frantz has scheduled orientation sessions for library supervisors.

7. It was reported that Jim Wood of the San Francisco Examiner is planning a feature story on the Library and it's budget problems.

8. Preliminary agreement has been reached between the Library and the Santa Fe Springs Project although it is still in its formative stages. This would provide one half of the $350,000 necessary for the Communications Center Project (including a WATS line and IR services.

SECRETARY'S REPORT
MR. GEORGE CERASI

1. Because of unsafe eye-bolts, windows above the second floor cannot be washed. This is due to Cal-OSHA regulations for window washers.

LIBRARIANS' GUILD REPORT
BONNIE JO DOPP

1. None

OTHER STAFF REPORTS

1. None

FRIENDS' REPORT
MRS. GRACE MACDUFF

1. None

KEEP LIBRARIES ALIVE REPORT
MRS. BILLIE PEARL-SCHULER

1. None

PLANNING COMMITTEE
COMMISSIONER JUDITH YUNG

1. Commissioner Yung is presently waiting for reports from the Richmond Branch and the Literature Department (Main Library).

2. The Planning Committee will meet at 1 p.m., 3rd. Monday of each month.

OPERATIONS COMMITTEE
COMMISSIONER RAYE RICHARDSON

1. The Operations Committee will meet at Noon, 4th. Monday of each month.

EXTERNAL AFFAIRS COMMITTEE
COMMISSIONER MAURICE ENGLANDER

1. The Business Library was discussed. By gathering together the leaders of the business community and by preparing a roster of the regular users of the facility, it is hoped that support for the facility can be raised. The cost of operating the Business Branch was estimated to be around $200,000 per year by Commissioner Englander. It is hoped that Mr. Seymour's visit will help get the support from the business community that is needed. It is also hoped that a "fee for service" approach can be avoided.

2. The problems with the meeting room policy was brought up again. It was hoped that it could be worded in such a way as to not lose support in the communities. President Stern is to attend a Coalition meeting to further present the Library's stance to them and will report back to the Commission at it's next meeting. The exact status of the present meeting room policy was questioned, particularly regarding 1) must a library staff member be present and 2) should it cost the group using the facility?

RESOURCES AND SERVICES COMMITTEE
COMMISSIONER EDWARD BRANSTEN

1. The Resources and Services Committee will meet at Noon, 2nd. Thursday of each month.

PERSONNEL COMMITTEE
COMMISSIONER EDWARD CALLANAN

1. It was moved by Commissioner Englander and seconded by Commissioner Richardson and unanimously approved, that the following Resolution #1111, be adopted:

APPROVED, Non-Civil Service Temporary and Recertification of Temporary appointments made during the month of January, 1979. (SEE ATTACHED)

FINANCE COMMITTEE
COMMISSIONER WEISBERG

1. It was moved by Commissioner Weisberg, seconded by Commissioner Englander and unanimously approved that the following resolutions be adopted.

RESOLUTION #1112

RESOLVED, that the Library Commission hereby authorized the attendance of Jane Ritter at the workshop: CLASS On-Line Reference Services, January 24, 1979, Palo Alto Calif.; expenses to be paid from State funds (Public Library Services Act) in accordance with no. 12-N of the Library's Plan of Service, as such funds permit.

RESOLUTION #1113

RESOLVED, that the Library Commission hereby authorizes the attendance of Vivian Chan, Gloria Hansen, Judith Epperson, Nancy Musser, Keith Inouye, Hella Rains, and Bonnie Lum to the Anglo-American Cataloging Rules, at the Marriott Inn on the Marina, Berkeley, Calif. on April 27-28, 1979; expenses to be paid from State funds (Public Library Services Act) in accordance with no. 12-N of the Library's Plan of Service, as such funds permit.

RESOLUTION #1114

RESOLVED, that the Library Commission hereby authorized the attendance of Pat Rea at the Writers' Conference sponsored by Sarah Lawrence College at Fort Mason, Saturday, February 3, 1979; expenses to be paid from State funds (Public Library Services Act) in accordance with no. 12-N of the Library's Plan of Service, as such funds permit.

RESOLUTION #1115

RESOLVED, that the Library Commission hereby authorized the attendance of Karey Wehner, Jacqueline Smeeth, Betty Schwabacher, and Margaret Ysturiz at the Pacific Southwest Regional Festival-Puppeteers of America, Leamington Hotel, Oakland, Calif., February 16-19, 1979; expenses to be paid from State funds (Public Library Services Act) in accordance with no. 12-N of the Library's Plan of Service, as such funds permit.

RESOLUTION #1116

RESOLVED, that the Library Commission hereby authorizes the attendance of Roberto Esteves, Peter Bettendorf, Leslie Eldridge, and John Smith at the Sacramento meeting to be held March 2-4, 1979; expenses to be paid from Communications Center funds as such funds permit.

2. It was hoped that Roberto Esteves could bring a video-tape of the Trip Trap Troupe to present to the Commission (see Resolution #1115).

3. The minutes of the Finance Committee meeting of 2/6/79 were reported by Commissioner Weisberg.

The main point of concern is still whether or not branches should be closed or kept open on a very reduced level of service. A great deal of sentimentality about keeping branches open was reported, possibly because they are a symbol to the community.

No one knows exactly how much money we will get from the state. Until some figure is known, it is unlikely that the Finance Committee will make a recommendation.

4. It was ~~reported that~~ the feeling of the Commission that patrons do not understand exactly what will happen to service if all branches are kept open; also, that they don't understand that after July 1, there is no way that facilities and services can be maintained at the present level. Commissioner Englander admitted he may be irrational about his desire to keep all the branches open and presented again the question: what would alternative to closing branches look like? His alternative idea was to provide full service to 8 to 10 major branches with alternate day service to the rest. Commissioner Richardson asked at what point does diminished service become no service? Commissioner Englander wondered that if, out of an 8 hour work day, five hours were open to the public with three hours for the staff to do the necessary "behind-the-scenes" duties, what would happen to service?

Karen Scannell was requested to "cost-out" this idea, including such intangibles as staff morale, etc.

5. Commissioner Richardson brought up the validity of a bookmobile to replace closed branches. Mr. Belch submitted that bookmobiles are a most unsatisfactory approach as they have a high cost with less-than satisfactory service to the public. Commissioner Yung questioned

whether the public would rather have a bookmobile than no service at all, and how could the public make its wishes known.

6. The next meeting of the Finance Committee will be Wednesday, February 28, at 4 p.m. There is no fixed meeting schedule for the Finance Committee, however.

Commissioner Richardson asked if all committee meetings have to meet in the Library. Mr. Frantz said that as long as they are announced as public meetings, it was not necessary to meet in the library itself.

COMMUNICATIONS

1. A letter was received from the Noe Valley Association requesting liberalization of the meeting room policy. Another letter came from the East & West of Castro Street Improvement Association, Inc., requesting that no exceptions to the stated meeting room policy be granted to any organization. A final letter was to the Board of Supervisors but was referred to the Library Commission by the Mayor from a Ms. Dawson regarding the renaming of a branch for ex-Supervisor Harvey Milk. President Stern felt that this should be moved on quickly and a committee formed as soon as possible.

NEW BUSINESS

1. None

ADJOURMENT

There being no further business to transact, the February 6, 1979 Commission Meeting was adjourned at 9:00 p.m.

The next regular meeting will be held Tuesday, March 6, 1979, at 7:30 p.m. in the Main Library.

Respectfully submitted,

George Cerasi
Secretary
Library Commission

February 6, 1979

RESOLVED, that the following Non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of January, 1979 be approved:

7355 TRUCK DRIVER

Augustino, Joseph
Barsse, Joseph

1444 CLERK STENOGRAPHER

Freese, Linda

3602 LIBRARY PAGE (Part-Time)

Sanchez, Bonifacio
Gastellum, Lynn
Chan, Pamela
Talmadge, Patrick
Raymundo, Wilber
Lee, Gorman
Ng, Alice
Lew, Helen
Schmidt, Cindy
Szeto, Gwen
Masuda, Donald
Sorro, Daniel
Ross, Elizabeth
Maio, Leo
Anthony, Linda
Lopes, Lorraine
Wong, Jean

AND FURTHER, that the following resignations of Non-Civil Service, part-time and temporary positions be accepted:

3602 LIBRARY PAGE (Part-Time)

Toy, Anthony
Szeto, Eileen
Shum, Terence
Nalls, Wanda
Perez, Jeff
Collins, Joan
Shilling, Beverly

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DOCUMENTS DEPT.
S.F. PUBLIC LIBRARY

SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

Minutes

March 6, 1979

The regular meeting of the San Francisco Public Library Commission was held Tuesday, March 6, 1979, in the Main Library.

The meeting was called to order at 7:45 p.m. by President Stern.

On roll call, the following were noted present: Commissioners Stern, Bransten, Callanan, Richardson, Weisberg, and Yung. Commissioner Englander was excused.

It was moved by Commissioner Bransten, seconded by Commissioner Yung and unanimously approved that the February 6, 1979 Commission Minutes be approved with the following changes:

page 2, Planning Commission:
Commissioner Yung had already heard from the Richmond Branch and the Literature Department (Main Library).

page 4, Finance Committee, no. 3:
The minutes of the Finance Committee meeting of 2/5/79 (not 2/6/79) were reported.

page 4, Finance Committee, no. 4:
Commissioner Weisberg did not mean for this section to be interpreted as a statement of fact, only as her opinion or feeling about the matter.

pages 2 - 5:
The month should be changed from March to February in the headings.

CITY LIBRARIAN'S REPORT
MR. JOHN C. FRANTZ

1. A delegation of exchange students from Argentina visited the Library on Feb. 13. They toured the main library, presented a collection of books from Argentina, and later were received by the Mayor. The Argentinian Cousul-General Adolfo E. Nanclares was very interested in the Library and concerned by its problems. Future donations were promised.

2. The Mayor's Office has held two budget hearings. The first was rather poorly attended; the second had about 50 people. Mayor Feinstein said her budget preparations were based on the State giving the same amount of "bail-out" money as last year. She expects the 1979-80 budget to be funded at the 95% level.

Mr. Frantz noted that the people in attendance seemed resigned to the loss of services; there was little of the passion that was exhibited at last year's hearings. There were supporters of the Library in the audience however, both individuals and representatives of groups, and they made known the community need for a strong library system.

3. Mr. Frantz also talked with several of the Supervisors who promised to speak to the Mayor concerning branches within their districts and the system in general.

4. There was a visit from the Management Assistance Team from the Office of the Mayor under Rudy Nothenberg. It seemed pleased by the progress of the last 90 days. Whether the Library would be better served by the creation of a business manager position is under consideration.

5. Jim Wood of the S.F. Examiner produced a good, accurate report on the problems faced by the Library with the exceptions of getting Mr. Chaffee's first name wrong and misspelling of Mrs. Macduff's last name. (The Commission voted unanimously to send a letter of thanks to Mr. Wood.)

6. In Sacramento for the Governor's Conference on Libraries, Mr. Frantz invited a number of State officials to the Library's Centennial celebration, and sat in on various meetings.

7. The Mayor has instructed Department Heads to have ready a budget proposal based on 100% of the current budget for use in the event that San Francisco receives more funds from the State than now expected. Mr. Frantz, Mrs. Scannell, and Mr. Ramirez are preparing such a document. Even at 100%, the Library would be forced to make cuts in service.

8. At this point, President Stern interjected the information that the Mayor has agreed to be the Honorary Chairman of the Library's Centennial.

SECRETARY'S REPORT
MR. GEORGE CERASI

.. no report

LIBRARIANS' GUILD REPORT
BONNIE JO DOPP

.. no report

OTHER STAFF REPORTS

. Richard Rafael of Parkside Branch presented the Commission with petition with 560 names protesting the proposed closing of that ranch.

. Gil McNamee, Grace Macduff, Tom Fowler, President Stern and Mary ouise Stong reported on the Governor's Conference. Apparently more oncern was spent on the selection of delegates to the White House onference than was devoted to the substance of the California Conference. 31 Californians will go to the White House Conference, 21 layersons and 10 librarians. The only staff member from San Francisco ublic Library selected was John Smith, Deaf Services Specialist (CETA) t the Communications Center. Due to a snafu in the balloting, the election of lay-persons was not completed during the conference and

will be conducted by mail. Among 63 nominees for these slots are Billie Pearl-Schuler, Grace Macduff, and Albert Walla, Jr. The Conference did pass a resolution in support of SB 31, and expressed dismay that Governor Brown did not attend.

FRIENDS' REPORT
MRS. GRACE MACDUFF

1. See above (Other Staff Reports).

KEEP LIBRARIES ALIVE REPORT
MARY LOUISE STONG

1. See above (Other Staff Reports).

PLANNING COMMITTEE
COMMISSIONER JUDITH YUNG

1. no report

OPERATIONS COMMITTEE
COMMISSIONER RAYE RICHARDSON

.. Commissioner Richardson reported that the Operations Committee is still wrestling with the meeting room policy.

EXTERNAL AFFAIRS COMMITTEE
COMMISSIONER MAURICE ENGLANDER

.. no report

RESOURCES AND SERVICES COMMITTEE
COMMISSIONER EDWARD BRANSTEN

. The Resources and Services Committee will meet next on Tuesday, arch 13, at Noon. There is, however, no regular schedule for the eeting of the committee.

PERSONNEL COMMITTEE
COMMISSIONER EDWARD BRANSTEN

. It was moved by Commissioner Bransten, seconded by Commissioner ichardson and unanimously approved, that the following Resolution 1117, be adopted:

APPROVED, Non-Civil Service Temporary and Recertification of Temporary appointments made during the month of February, 1979. (See Attached)

. The committee discussed the problem of people working out of classification. It requested complete information on the subject from David urphy.

FINANCE COMMITTEE
COMMISSIONER MARILYN WEISBERG

1. It was moved by Commissioner Weisberg, seconded by Commissioner Yung and unanimously approved that the following resolutions be adopted.

RESOLUTION #1118

RESOLVED, that the Library Commission hereby authorizes the attendance of Glenda Hooper, Anne Roughton, and Thos. S. Fowler at the California Governor's Conference on Libraries and Information Services, Sacramento, March 2, 3 & 4; expenses to be paid from Bay Area Reference Center funds, as such funds permit.

RESOLUTION #1119

RESOLVED, that the Library Commission hereby authorizes the attendance of Thos. S. Fowler at the North Bay Cooperative Library System Business Workshop, March 21-22, 1979; expenses to be paid from Bay Area Reference Center funds, as such funds permit.

RESOLUTION #1120

RESOLVED, that the Library Commission hereby authorizes the attendance of Mary Goldthorpe at the Anglo-American Cataloging Rules, at the Marriott Inn on the Marina, Berkeley, Calif., April 27-28, 1979; expenses to be paid from State funds (Public Library Service Act) in accordance with no. 12-N of the Library's Plan of Service, as such funds permit.

RESOLUTION #1121

RESOLVED, that the Library Commission hereby authorizes the attendance of Gil McNamee and Nancy Kellum-Rose to the Governor's Conference on Libraries & Information Services in Sacramento, March 2-4, 1979 as Delegates. Expenses to be paid from State funds (Public Library Services Act) in accordance with no. 12-N of the Library's Plan of Service, as such funds permit.

RESOLUTION #1122

RESOLVED, that the Library Commission hereby accepts a gift of $200.00 from Furman Films. Said gift to be used for the purchase of books.

RESOLUTION #1123

WHEREAS the San Francisco Public Library has been providing library services to the blind, deaf, and physically disabled since 1977, and

WHEREAS the California Library Services Board has allocated funds for Minority Information Services Networks, and

WHEREAS the Metropolitan Cooperative Library System has articulated a plan for coordinated state-wide services to the disabled with San Francisco Public Library,

BE IT THEREFORE RESOLVED: the San Francisco Public Library is authorized to apply for a Minority Information Services Network Grant; and

BE IT FURTHER RESOLVED: that this approval shall not commit the City and County to continuance beyond the period covered by said grant funds.

RESOLUTION #1124

RESOLVED, that the Library Commission hereby accepts a gift of $100.00 from Carol Olwell.

. The Finance Committee met Feb. 28. Karen Scannell presented the cost-out" requested by Commissioner Englander as a possibility for eeping all branches open. Further discussion was postponed until the ext meeting.

. Resolution #1124 was referred to the Finance Committee to develop policy on spending gifts received and for the development of an Enowment Fund.

. A short report on the Fuhrman Fund revealed problems with the ity-wide accounting procedures that do not take into account the ecularities of buying books.

. There was a request for information on how to donate money to the hildren's Room at the Communications Center.

COMMUNICATIONS

. A thank-you note was received from Mrs. Moscone.

. A letter from Cal-OSHA stated that the Library must furnish its wn registered engineer to certify that the eye-bolts on the third floor e safe to use.

. A letter was received from the Librarians' Guild protesting an lleged contract with the Information Store. Mr. Frantz denied that contract was contemplated. The arrangement calls for a three month rial of a direct-line phone in the Business Branch to the Information tore to provide an optional service to patrons for a fee. Basically, is a marketing trial. The problam was referred to the Resources & ervices Committee for further discussion.

NEW BUSINESS

none

ADJOURNMENT

There being no further business to transact, the March 6, 1979 Commission Meeting was adjourned at 9:30 p.m.

The next regular meeting will be held Tuesday, April 3, 1979, at 7:30 p.m. in the Main Library.

Respectfully submitted,

George Cerasi

George Cerasi
Secretary
Library Commission

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SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

APRIL 3, 1979

MAY 3 1979

DOCUMENTS DEPT.
S.F. PUBLIC LIBRARY

The regular meeting of the San Francisco Public Library Commission was held Tuesday, April 3, 1979, in the Main Library.

The meeting was called to order at 7:45 p.m. by President Stern.

On roll call, the following were noted present: Commissioners Stern, Bransten, Callanan, Englander, Richardson, and Yung. Commissioner Weisberg was excused.

It was moved by Commissioner Bransten, seconded by Commissioner Callanan and unanimously approved that the March 6, 1979 Commission Minutes be approved with the following changes:

page 2: correct Chairman of the Personnel Committee to Commissioner Callanan.

page 5, Communications, No. 3: delete the sentence "Mr. Frantz denied that a contract was contemplated".

CITY LIBRARIAN'S REPORT
MR. JOHN C. FRANTZ

.. Mr. Frantz reported on the Centennial and the budget. The Commission adopted, at his suggestion, a resolution of appreciation to David Murphy for his dedicated service to the Library as Personnel Officer. It was reported that Gloria Hampel will report as Murphy's successor on April 11, 1979. Mr. Frantz wished everybody a "Happy National Library Week". Also, as a part of the Report, Roberto Esteves of the Communications Center presented a videotape of the Trip Trap Troupe.

SECRETARY'S REPORT
MR. GEORGE CERASI

.. Due to Herschel's acceptance of a promotion in another City Department, the Library will be without a printer by the end of April. Replacing him may be difficult as no Civil Service List is presently in effect.

LIBRARIANS' GUILD REPORT
BONNIE JO DOPP

Flo MITCHELL

.. Ms. ~~Dopp~~ reported on the problems of the Phildelphia Library System which she saw on her recent trip.

OTHER STAFF REPORTS

.. Mr. Rafael of Parkside Branch presented a petition to the Commission requesting that the Branch remain open. The petition contained 1,122 signatures.

FRIENDS REPORT

.. None.

KEEP LIBRARIES ALIVE REPORT
MARY LOUISE STONG

1. Ms. Stong reported that Mr. Frantz had asked that KLA try to gather neighborhood support together to help support the Library and that KLA was presently in the process of doing so.

PLANNING COMMITTEE
COMMISSIONER JUDITH YUNG

1. No report.

OPERATIONS COMMITTEE
COMMISSIONER RAYE RICHARDSON

1. Commissioner Richardson asked the Commission for an extension of 60 days for the proposed new rules for use of library meeting rooms, as some data is still needed. This was approved.

EXTERNAL AFFAIRS COMMITTEE
COMMISSIONER MAURICE ENGLANDER

.. No report.

RESOURCES AND SERVICES COMMITTEE
COMMISSIONER EDWARD BRANSTEN

.. Commissioner Bransten presented a resolution authorizing the Business Branch to conduct a three-month experiment in cooperation with the Information Store, Inc. There will be a direct-line telephone from the Business Library to the Information Store. Patrons using the service will pay the regular rates for research done by the Information Store.) The resolution was approved.

'. Commissioner Stern thanked Commissioner Bransten for having Senator Cranston as guest speaker at the Centennial program. She also asked that the San Francisco Chorale be thanked by letter.

PERSONNEL COMMITTEE
COMMISSIONER EDWARD CALLANAN

. It was moved by Commissioner Callanan, seconded by Commissioner Englander and unanimously approved, that the following Resolution #1125, be adopted:

APPROVED, Non-Civil Service Temporary and Recertification of Temporary appointments made during the month of March, 1979. (See Attached)

. Commissioner Callanan reported that the Personnel Committee is continuing their study of the problem of library staff working out of class, and the new personnel evaluation program. The Commissioner asked that the Committee undertake a survey of the work assignments of Librarians I, II, and III and that branches be classified as small, medium, and large. Florence Mitchell stated the Guild's continuing opposition to the evaluation program which has not been the subject of the meet and confer process. Mr. Frantz reported that he had received a verbal opinion from the City Attorney that the evaluation program is not subject to meet and confer. He was asked to obtain a written opinion.

FINANCE COMMITTEE
COMMISSIONER MARILYN WEISBERG

1. It was moved by Commissioner Callanan, seconded by Commissioner Bransten and unanimously approved, that the following resolutions be adopted.

RESOLUTION #1126

RESOLVED, that the Library Commission hereby authorizes the attendance of Bonnie Jo Dopp and George Glushenok at the American Library Association Office of Library Service to the Disadvantaged Literacy Training Seminar, which is to be held in Denver, Colorado, March 28 thru April 1, 1979; expenses to be paid from State funds (Public Library Services Act) in accordance with no. 12-N of the Library's Plan of Service as such funds permit.

RESOLUTION #1127

RESOLVED, that the Library Commission hereby accepts a gift of $100.00 from MTM Productions (filming of TV-movie "Vampire").

RESOLUTION #1128

RESOLVED, that the Library Commission hereby accepts a gift of $100.00 from Ms. Wanda Dickinson to be used exclusively for the Ortega Branch Library.

RESOLUTION #1129

RESOLVED, that the Library Commission hereby accepts a gift of $100.00 from Mrs. Diana Whiteley to be used for Children's Services at the discretion of Children's Librarian Ruth Russell at the Communications Center of the San Francisco Public Library.

COMMUNICATIONS

1. A letter from a patron of Park Branch suggesting schedules for evenings was referred to the appropriate committee.

2. A letter from Ellen Dawson protesting changes in schedules was referred to the appropriate committee.

3. A letter was received from Gerald B. Weiner protesting the closing of the Glen Park Branch.'

4. A letter was received from SPEAK protesting the closing of any branches but especially the Parkside Branch. (SPEAK is the Sunset-Parkside Education and Action Committee.)

5. President Stern received a letter from J. Edward Fleishell of San Franciscans for a Cleaner City offering to give away plastic auto litter bags at public meetings to help fight litter in S.F. President Stern will write an enthusiastic letter in response.

NEW BUSINESS

1. None.

ADJOURNMENT

1. There being no further business to transact, the April 3, 1979 Commission Meeting was adjourned at 9:20 p.m.

2. The next regular meeting will be held Tuesday, May 1, 1979, at 7:30 p.m. in the Main Library.

Respectfully submitted,

George Cerasi

George Cerasi
Secretary
Library Commission

GC:jfj

ADDENDUM

RESOURCES AND SERVICES COMMITTEE
COMMISSIONER EDWARD BRANSTEN

1. It was moved by Commissioner Bransten, seconded by Commissioner Callanan and unanimously approved, that the following Resolution #1130 be adopted:

WHEREAS, little practical experience yet exists on developing effective relationships between the private and public sectors of information processing; and

WHEREAS, the Business Branch of the San Francisco Public Library now has been given the opportunity to collaborate with the Information Store, Inc. in a three-month experiment in computer-based literature searching; and

WHEREAS, individual users of the Business Branch will be given the option of using computer data bases at their own expense; and

WHEREAS, the staff of the Business Branch will receive free training in the use of the data bases accessed by the Information Store as well as an opportunity to use them to answer reference questions; and

WHEREAS, all direct costs of conducting this experiment will be borne by the Information Store, now, therefore, be it

RESOLVED, that the San Francisco Public Library is authorized to enter into an agreement with the Information Store, Inc. to offer a computer-based literature searching service at the Business Branch on an experimental basis; and be it

FURTHER RESOLVED, that this approval shall not commit the City and County of San Francisco to continuance beyond the three month period.

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SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

MAY 1, 1979

Minutes

JUN 5 1979

DOCUMENTS DEPT.
S.F. PUBLIC LIBRARY

The regular meeting of the San Francisco Public Library Commission was held Tuesday, May 1, 1979, in the Main Library.

The meeting was called to order at 7:35 p.m. by President Stern.

On roll call, the following were noted present: Commissioners Stern, Bransten, Callanan, Richardson, Englander, and Yung. Commissioner Weisberg was excused.

It was moved by Commissioner Callanan, seconded by Commissioner Richardson and unanimously approved that the April 3, 1979 Commission Minutes be approved.

CITY LIBRARIAN'S REPORT
MR. JOHN C. FRANTZ

1. Pat Sullivan reported that the Finance Committee of the Board of Supervisors had adopted the Library Budget recommended by the Mayor with two amendments:

   a. The book budget be increased by $100,000.

   b. The Library not be allowed to spend $271,022 of the total amount budgeted for salaries and fringe benefits.

2. The Commission discussed the Supervisors' continued references to the six-year old Harvey Rose audit of the Library and is considering submission of rebuttal materials.

3. Mr. Frantz reported on discussion with the Mayor's Office regarding increased security for 45 Hyde Street. It appears that a CETA guard may be hired. He also reported that SFPL is now contributing information to the state-wide bibliographic data base (See Resolution #1091). He also reported on discussions with the Charter Revision Commission concerning charter provisions that apply to the Library. The Commission will form a special committee to deal with this subject.

4. It was moved by Commissioner Callanan, seconded by Commissioner Bransten and unanimously approved that the following Resolution #1133 be adopted:

   WHEREAS, the San Francisco Public Library has been authorized by this Commission to participate in the California Library Services Act Education Code Title 1, Division 1, Part II, Chapter 4 (Resolution #1091); and

   WHEREAS, it is stated in Section 18748 of the Act that "Each single county library system shall establish an advisory board consisting of at least five members to be appointed by the governing body of the jurisdiction"; and

WHEREAS, in Section 18749 of the Act, it states that the appointing jurisdiction shall ensure that members of a system advisory board are representatives of the public-at-large and of the underserved residents of the system service area; and

WHEREAS, the Library Commission as it is now constituted meets these criteria; now, therefore, be it

RESOLVED, that the San Francisco Public Library Commission serve as the system advisory board as provided above; and be it

FURTHER RESOLVED, that the duties of each system advisory board member shall include, but not be limited to, the following:

a. Assisting the System Administrator in the development of a system plan of service,

b. Advising the System Administrator on the need for services and programs, and

c. Assisting in the evaluation of the services provided by the system.

SECRETARY'S REPORT
MR. GEORGE CERASI

1. Mr. Cerasi reported the problem of washing the third floor windows at the Main Library is still under advisement. City engineers are studying a method of testing the safety of the anchors.

OTHER STAFF REPORTS

1. Richard Rafael submitted another 183 signatures on a petition asking that Parkside Branch remain open, making a total of 1,305 signatures so far.

LIBRARIANS' GUILD REPORT
BONNIE JO DOPP, PRESIDENT

1. Florence Mitchell asked that the Minutes of the April 3 Commission Meeting be corrected to show that she, not Bonnie Jo Dopp, had given the Librarians' Guild Report at that time.

2. She also reported on the development of a popular reading collection of gay materials at the Eureka Valley Branch and the problems of renaming a branch after the late Supervisor Harvey Milk. Commissioner Englander considered the suggestion of renaming merely the community room at the Park Branch to be inadequate and asked that the entire subject be considered anew.

FRIENDS' REPORT
GRACE MACDUFF, PRESIDENT

1. Ms. Macduff reported on Centennial programs, planned and past. She urged attendance at the Friends' annual meeting on May 24 to hear Whitney North Seymour, Jr. She also called attention to the appearance of Supervisor Quentin Kopp at the Parkside Branch on May 23 when he will discuss "The Public Library in the Municipal Finance Picture".

2. The branch libraries and Children's Programs were also recognized for their contributions to the Centennial celebrations.

KEEP LIBRARIES ALIVE
BILLIE PEARL-SCHULER, PRESIDENT

1. Ms. Stong reported KLA is presently contacting Supervisors about the budget and was represented at the public budget hearings.

2. Ms. Stong also reported on AB 1456 which would remove the word "free" from all State legislation dealing with libraries.

3. In response to this report, it was moved by Commissioner Bransten, seconded by Commissioner Callanan and unanimously approved that the following Resolution #1134 be adopted:

WHEREAS, the American concept of public library service includes, by definition, free services to the individual; and

WHEREAS, all taxpayers contribute to the financial support of public libraries with the knowledge that they may use libraries without additional direct expense; and

WHEREAS, AB 1456 would effectively destroy this concept by authorizing libraries to charge for borrowing materials or getting answers to reference questions; now, therefore

BE IT RESOLVED, that the San Francisco Public Library vigorously oppose in every appropriate way the passage of AB 1456; and

BE IT FURTHER RESOLVED, that this opposition be disseminated widely to San Francisco Assemblymen and Senators, to officials of city government, and to the public at large.

PLANNING COMMITTEE
COMMISSIONER JUDITH YUNG

1. No report.

OPERATIONS COMMITTEE
COMMISSIONER RAYE RICHARDSON

1. Commissioners Richardson and Yung reported that the Operations Committee is still working on the meeting room policy. Three possible solutions have been discussed: 1) hiring through CETA two half-time Senior Aides, 2) self-locking doors on library facilities, and 3) the use of private security guards to open and close the facilities. The committee expects to have final suggestions at the June meeting.

EXTERNAL AFFAIRS COMMITTEE
COMMISSIONER MAURICE ENGLANDER

1. Commissioner Englander reported that the committee has begun preliminary work on a plan to develop a base of political support for each branch library. This would involve creation of a Citizens Advisory Group for each branch.

RESOURCES & SERVICES COMMITTEE
COMMISSIONER EDWARD BRANSTEN

1. No report.

PERSONNEL COMMITTEE
COMMISSIONER EDWARD CALLANAN

1. The committee is dealing with the problems of working out of class and the new evaluation system, and is waiting for a City Attorney's report on both problems.

2. It was moved by Commissioner Callanan, seconded by Commissioner Richardson and unanimously approved, that the following Resolution #1131, be adopted:

APPROVED, Non-Civil Service Temporary and Recertification of Temporary appointments made during the month of April, 1979. (See Attached)

FINANCE COMMITTEE
COMMISSIONER MARILYN WEISBERG

1. It was moved by Commissioner Richardson, seconded by Commissioner Callanan and unanimously approved, that the following Resolution #1132 be adopted:

RESOLVED, that the Library Commission hereby authorizes the attendance of Anne Kincaid to the California Council of Library Systems Meeting and C.L.S. Board Meeting, Sacramento, CA, April 2-3, 1979; expenses to be paid from State funds (Public Library Services Act) in accordance with no. 12-N of the Library's Plan of Service, as such funds permit.

COMMUNICATIONS

1. Parkside District Improvement Club, Inc., and Sunset Agencies Coalition wrote to request that the Parkside Branch not be closed.

ADJOURNMENT

1. There being no further business to transact, the May 1, 1979 Commission Meeting was adjourned at 9:15 p.m.

2. The next regular meeting will be held Tuesday, June 5, 1979, at 7:30 p.m. in the Main Library.

Respectfully submitted,

George Cerasi

George Cerasi
Secretary, Library Commission

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S.F. PUBLIC LIBRARY

SAN FRANCISCO PUBLIC LIBRARY

SPECIAL COMMISSION MEETING

Minutes

MAY 29, 1979

The special meeting of the San Francisco Public Library Commission was held Tuesday, May 29, 1979, in the Main Library.

The meeting was called to order at 5:35 p.m. by President Stern.

On roll call, the following were noted present: Commissioners Stern, Bransten, Endlander, Richardson, and Jebe. Commissioners Callanan and Yung were excused.

1. It was moved by Commissioner Englander, seconded by Commissioner Richardson and unanimously approved that the following Resolution #1135 be adopted:

WHEREAS, Proposition 13 has greatly reduced local ad valorem revenue for the support of the San Francisco Public Library; and,

WHEREAS, the burden of supporting public libraries has historically fallen disproportionately on local property taxes; and,

WHEREAS, SB 958 would provide funding from State sources in the amount of 70% of a basic level of library support at $10 per capita; and,

WHEREAS, San Francisco would receive approximately $4.7 million to maintain its public library services; and,

WHEREAS, SB 958 would not diminish or dilute the responsibility and authority of the San Francisco Public Library Commission to establish library priorities and policies based upon the needs and interests of the people using the Library; now, therefore, be it

RESOLVED, that the San Francisco Public Library Commission hereby endorses SB 958 and urges its prompt approcal by the California State Legislature and by the Governor.

2. It was moved by Commissioner Englander, seconded by Commissioner Bransten and unanimously approved that the following Resolution #1136 be adopted:

WHEREAS, the San Francisco Public Library Commission approved the application for funds for the Federal Library Services and Construction Act funds for the continued operation of its reference project, the Bay Area Reference Center, by Resolution #1083, dated September 5, 1978; and

WHEREAS, the Board of Supervisors of the City and County of San Francisco approved such application as amended by Committee by Resolution 959-78, dated November 22, 1978; and

WHEREAS, the San Francisco Public Library has received approval by the State Library of funding in the amount yet to be decided, but approximately $400,000; now, therefore, be it

RESOLVED, that the San Francisco Public Library expend this amount for fiscal year 1979-80; and be it

FURTHER RESOLVED, that the acceptance of these funds does not commit the City and County of San Francisco to continuance beyond the period of said grant funds.

ADJOURNMENT

There being no further business to transact, the May 29, 1979 Special Commission meeting was adjourned at 6:05 p.m.

The next regular meeting of the Commission will be held Tuesday, June 5, 1979, at 7:30 p.m., in the Main Library.

Respectfully submitted,

George Cerasi

George Cerasi
Secretary
Library Commission

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SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

JUNE 5, 1979

JUL 19 1979

DOCUMENTS DEPT.
S.F. PUBLIC LIBRARY

Minutes

The regular meeting of the San Francisco Public Library Commission was held Tuesday, June 5, 1979, in the Main Library.

The meeting was called to order at 7:35 p.m. by President Stern.

On roll call, the following were noted present: Commissioners Stern, Englander, Jebe, Raymundo, and Richardson. Commissioners Callanan and Bransten were excused.

It was moved by Commissioner Englander, seconded by Commissioner Jebe and unanimously approved that the May 1, 1979 Commission Minutes be approved.

CITY LIBRARIAN'S REPORT
MR. JOHN C. FRANTZ

1. Mr. Frantz called attention to the exhibit of fine printing presently on the 3rd. floor of the Main Library. He also reported on various Centennial events: the business lunch with Whitney North Seymour, Jr., and the reception for Bay Area authors.

2. Mr. Frantz and Commissioner Stern attended the swearing-in of Commissioners Jebe and Raymundo, and appeared before the Charter Revision Committee.

3. In connection with expending Special Collections Fund funds for the Oxford Lectern Bible, It was moved by Commissioner Englander, seconded by Commissioner Jebe and unanimously approved that the following Resolution #1143 be adopted:

RESOLVED, to approve the expenditure of $10,000 from the Library Special Collection Fund by the Acquisitions Committee for Special Collections to purchase a one-volume copy of the Oxford Lectern Bible designed by Bruce Rogers and bound by Bernard Middleton.

4. It was moved by Commissioner Englander, seconded by Commissioner Jebe and unanimously approved that the following Resolution #1144 be adopted:

RESOLVED, that it is the recommendation of the Commission that modification of schedules and temporary closings be allowed to permit maximum opportunity to library employees to participate in the Centennial Birthday Party on June 7, 1979.

5. A letter from Supervisor Kopp in support of SB 958 was presented to the Commission by Mr. Frantz.

SECRETARY'S REPORT
MR. GEORGE CERASI

.. Mr. Cerasi presented the Commission with a petition from North Beach Branch patrons requesting that that branch not be closed.

:. He also reported that the Library has applied to CETA for 2 Senior Aides to open and close meeting rooms.

LIBRARIANS GUILD REPORT
BONNIE JO DOPP, PRESIDENT

.. Florence Mitchell reported on the problems that branches face when the paychecks are not delivered to each branch on payday in accordance with the MOU.

OTHER STAFF REPORTS

. None

FRIENDS' REPORT
DAVID K. LELEWER, PRESIDENT

. In connection with the Friends' Report, President Stern introduced the following Resolutions which were unanimously passed.

RESOLUTION # 1145

WHEREAS, Erma Kuta serves as the co-chairman of the San Francisco Friends of the Library Booksales; and

WHEREAS, due to her dedicated volunteer efforts on a year-round basis these sales have become the major fund raising activity of this organization and an important community tradition focusing attention on reading and the recycling of printed material; and

WHEREAS, the funds raised through these sales are used exclusively for activities beneficial to the Library System; and

WHEREAS, the procedures which Erma Kuta has developed for the organization of Booksales now serve as a model for other Friend's groups throughout the country, now therefore, be it

RESOLVED, that the Commission of the San Francisco Public Library hereby officially commends Erma Kuta for her work on behalf of the Library and the Friends and the model she presents for other citizens.

RESOLUTION #1146

WHEREAS, Elaine Mundy serves as the co-chairman of the San Francisco Friends of the Library Booksales; and

WHEREAS, due to her dedicated volunteer efforts on a year-round basis these sales have become the major fund raising activity of this organization and an important community tradition focusing attention on reading and the recycling of printed material; and

WHEREAS, the funds raised through these sales are used exclusively for activities beneficial to the Library System; and

WHEREAS, the procedures which Elaine Mundy has developed for the organization of Booksales now serve as a model for other Friends' groups throughout the country; now therefore, be it

RESOLVED, that the Commission of the San Francisco Public Library hereby officially commends Elaine Mundy for her work on behalf of the Library and the Friends and the model she rresents for other citizens.

RESOLUTION #1147

WHEREAS, Grace Macduff has served as President of the Friends of the San Francisco Public Library since 1976, bringing distinction and leadership to that office; and

WHEREAS, her tireless energy, political acumen, consistently sound judgment, and unfailing tact has made her a nationally respected library spokeswoman; and

WHEREAS, her eloquence, charm, and tenacity has, on many occasions preserved or increased the Library's budget requests, now therefore, be it

RESOLVED, that the San Francisco Public Library Commission hereby commends Grace Macduff for her impressive record of selfless public service which has earned the gratitude of the Library and of the City.

KEEP LIBRARIES ALIVE
BILLIE PEARL-SCHULER, PRESIDENT

1. Ms. Stong explained the lobbying functions of KLA to the new commissioners, and told of how KLA has recently been lobbying for SB 958.

2. President Stern told of the business luncheon with Whitney North Seymour, Jr. It was sponsored by Pacific Telephone and The Fireman's Fund, attended by Mayor Feinstein, and was a definite consciousness-raiser.

3. President Stern then introduced Resolution #1148 which was unanimously passed.

RESOLUTION #1148

WHEREAS, Myron DuBain and Gordon L. Hough graciously served as co-chairmen of the Library's Centennial Luncheon honoring Whitney North Seymour, Jr.; and

WHEREAS, Mr. DuBain and Mr. Hough gave generously of their time and talents to assure the outstanding success of the occasion; and

WHEREAS, they have both volunteered their leadership in developing a corporate component of the Friends of the San Francisco Public Library; now therefore, be it

RESOLVED, that the San Francisco Public Library Commission hereby commends Myron Dubain and Gordon L. Hough for their assistance to, and support of, the Library, and expresses deep appreciation to them for this valuable public service.

PLANNING COMMITTEE

1. No report.

OPERATIONS COMMITTEE
COMMISSIONER RAYE RICHARDSON

1. It was unanimously decided to extend the deadline for the meeting room policy for 60 days.

2. Commissioner Richardson reported that the Operations Committee meeting was devoted to a discussion of a draft proposal to establish Reading Centers in place of Ingleside, Ocean View, and Portola Branches. The proposal is part of the Library's plan to adjust services because of the impending loss of CETA staff. The proposal was referred to the Operations Committee for further study.

EXTERNAL AFFAIRS COMMITTEE
COMMISSIONER MAURICE ENGLANDER

1. No report.

RESOURCES & SERVICES COMMITTEE
COMMISSIONER EDWARD BRANSTEN

1. No report.

PERSONNEL COMMITTEE
COMMISSIONER EDWARD CALLANAN

1. It was moved by Commissioner Englander, seconded by Commissioner Richardson and unanimously approved, that the following Resolution #1137 be adopted:

APPROVED, Non-Civil Service Temporary and Recertification of Temporary appointments made during the month of May, 1979.

FINANCE COMMITTEE

1. It was moved by Commissioner Englander, seconded by Commissioner Raymundo and unanimously approved that the following Resolutions be adopted.

RESOLUTION #1138

RESOLVED, that the Library Commission hereby authorizes the attendance of ten (10) Children's Librarians to the Northern California Annual Institute to be held 10 May 1979 at His Lordships, Berkeley, California; expenses to be paid from State funds (Public Library Services Act) in accordance with No. 12-N of the Library's Plan of Service, as such funds permit.

RESOLUTION #1139

RESOLVED, that the Library Commission hereby authorizes the attendance of Faith Van Liere and Jane Ritter at the Economic Censuses User Conference sponsored by ABAG to be held 7 May 1979 at the Hotel St. Francis, San Francisco, CA; expenses to be paid from State funds (Public Library Services Act) in accordance with No. 12-N of the Library's Plan of Service, as such funds permit.

RESOLUTION #1140

RESOLVED, that the Library Commission hereby authorizes the attendance of Gilbert McNamee, Nancy Kellum-Rose, Joan Dillon, Grace Ruth, and William Ramirez at the American Library Association Conference in Dallas, Texas, 23 - 29 June 1979; expenses to be paid from State funds (Public Library Services Act) in accordance with No. 12 - N of the Library's Plan of Service, as such funds permit.

RESOLUTION #1141

AUTHORIZING THE SAN FRANCISCO PUBLIC LIBRARY TO EXPEND FUNDS FROM THE CALIFORNIA LIBRARY SERVICES ACT.

WHEREAS, the San Francisco Public Library Commission approved the application for California Library Services Act funds by Resolution #1091, dated October 3, 1978; and

WHEREAS, The Board of Supervisors of the City and County of San Francisco approved such application on May 29, 1979; now therefore, be it

RESOLVED, that the City Librarian of the San Francisco Public Library be directed and authorized to annually expend these funds; and be it

FURTHER RESOLVED, that the acceptance of these funds does not commit the City and County of San Francisco to continuance beyond the period covered be said grant funds.

RESOLUTION #1142

RESOLVED, that the Library Commission hereby accepts a gift of $25.00 from Miss Patricia J. Clark in memory of the late Jessica Fredericks, former Head of the Library's Music Department. Said gift to be used for the purchase of books, scores or other materials needed in the Music Department and that Miss Fredericks will be identified by a special bookplate as the person memorialized.

COMMUNICATIONS

.. A letter was received from the Mural Resource Center requesting the use of he back wall of the Bernal Branch Library as a site of a mural for the adjoining layground. It was referred to the External Affairs Committee for further discussions, but it was moved by Commissioner Englander, seconded by Commissioner ebe and unanimously approved that the following Resolution #1143 be adopted:

RESOLVED, that the San Francisco Public Library Commission approves in principle the proposal to allow the Mural Resource Center to use the back wall of the Bernal Branch Library as the site of a mural. The Commission does, however, retain the right to modify or revoke this approval.

NEW BUSINESS

1. President Stern discussed how the Library needs to impress Mayor Feinstein with the fact that the entire system, and particularly the Main Library, is seriously understaffed.

2. Commissioner Englander brought up the question of ranking the branches according to size and use.

ADJOURNMENT

1. There being no further business to transact, the June 5, 1979 Commission Meeting was adjourned at 9:20 p.m.

2. The next regular meeting will be held Tuesday, August 7, 1979, at 7:30 p.m. in the Main Library.

Respectfully submitted,

George Cerasi
Secretary
Library Commission

AUG 30 1979

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SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

Minutes

August 7, 1979

The regualr meeting of the San Francisco Public Library Commission was held Tuesday, August 7, 1979, at the Main Library.

The meeting was called to order at 7:40 p.m. by President Stern.

On roll call, the following were noted present: Commissioners Stern, Englander, Jebe, Raymundo, Callanan and Bransten. Commissioner Richardson was excused.

It was moved by Commissioner Raymundo, seconded by Commissioner Jebe and unanimously approved that the July 5, 1979 Commission Minutes be approved.

CITY LIBRARIAN'S REPORT
MR. JOHN C. FRANTZ

Mr. Frantz submitted resolutions #1154 and #1155 for consideration by the Commission:

1. It was moved by Commissioner Englander, seconded by Commissioner Raymundo and unanimously approved that the following resolution be adopted:

RESOLUTION #1154

WHEREAS, the Mayor's Management Assistance Team has recommended the establishment of a Business Office in the library and the creation of the position of Business Manager, and

WHEREAS, the Business Manager would be responsible for such activities as financial and accounting functions, budget preparation and administration, purchasing and inventory control, cash management, and personnel operations including the administration of mandatory salary savings, and

WHEREAS, similar positions are operating sucessfully in other large public libraries in the nation and have demonstrated economy and efficiency in library operation, now, therefore,

BE IT RESOLVED, that the San Francisco Public Library Commission hereby approves the establishment of a Business Office in the library and the creation of the position of Business Manager, and directs the City Librarian to foreward this recommendation to the Mayor, the Board of Supervisors, and the Civil Service Commission.

2. It was moved by Commissioner Englander, seconded by Commissioner Bransten and unanimously approved that the following resolution be adopted:

RESOLUTION #1155

WHEREAS, Henry George had the vision to foresee the important role that free public libraries could play in the education and enlightenment of the people of the State of California by serving as the repository for the preservation of the life of the mind, and

WHEREAS, Henry George became a public advocate for passage of state laws to establish free public libraries throughout California prior to his becoming a founding member of the San Francisco Public Library and serving as first secretary to its Board of Trustees when it opened one hundred years ago in 1879, and

WHEREAS, Henry George also recognized the importance of treating our planet earth as a trust to be preserved rather than a conquest to be looted and put forth his ideas on this subject in his seminal text, Progress and Poverty, which he published himself in that same year, and

WHEREAS, both the book and the library have continued for a century to influence readers and promote discussion on matters of ongoing concern, now, therefore, be it

RESOLVED, that the San Francisco Public Library Commission hereby honors the memory of and pays tribute to Henry George for his unselfish and tireless dedication to the preservation of both our intellectual and natural resources on the centennials of the publication of Progress and Poverty and the opening of the San Francisco Free Public Library.

3. Mr. Frantz recommended that San Francisco Public Library participate in Universal Borrowing. The recommendation was referred to the Public Relations Committee.

4. Mr. Frantz introduced Mr. Jim McGinnis, Chairman of the Ad Hoc Committee for the Blind and Physically Handicapped.

Mr. McGinnis stated the need for more personnel, materials and space which requires a separate facility for the handicapped.

It was moved by Commissioner Englander, seconded by Commissioner Raymundo and unanimously approved that the Library Commission go on record in full support of information services for the blind and the physically handicapped and, further, to support requests for funding sufficient to provide accessible housing, trained personnel, and other special facilities and equipment needed by the handicapped for an adequate library service.

5. President Stern appointed Commissioner Englander as chairman of an Ad Hoc Committee to seek support for the plan for improved library services to the blind and physically handicapped. Commissioners Jebe and Raymundo will work with him.

6. Leslie Elridge reported that approximately 1,000 volumes of talking books are circulated each week.

7. Karen Scannell reported an estimated cost of $93,000.00 for ramps for the handicapped and $100,000.00 for elevators.

8. The City Librarian reported the following developments:

a) the library is being phased into the city-wide FIRM (Financial Information and Resource Management) system of program planning and performance measurement.

b) A letter opposing a proposed Charter Amendment which would delete Section 6.400 (containing minimum support levels for parks, playgrounds, libraries, the symphony, etc.) has been sent to Supervisors Molinari and Lau.

c) A library proposal adding the task of operating a reading center to the job description for Library Technical II (3618) has been approved by the Civil Service staff and is pending approval by the Civil Service Commission.

d) Staff shortages caused by a combination of mandatory salary savings and reductions in the CETA program have resulted in curtailment of services: reduced hours in the Main Children's Room effective August 1, 1979; limited public access to the newspaper room effective August 13; and closing the Main Library from 6:00 to 9:00 p.m. on Mondays effective September 17. The impact of these factors on branch services has yet to be determined.

It was moved by Commissioner Englander, seconded by Commissioner Bransten and unanimously approved that the Library Commission go on record opposing a proposed Charter Admendment which would delete Section 6.400 containing minimum support levels for parks, playgrounds, libraries, the symphony, etc.

SECRETARY'S REPORT
MR. GEORGE CERASI

1. No report.

LIBRARIANS' GUILD REPORT

1. Florence Mitchell reported that the Library payroll has become chaos.

2. Some employees are being under paid and some are over paid.

OTHER STAFF REPORTS

1. No report.

FRIENDS' REPORT

1. Mary Louise Stong reported that the Friends' Mini Book Sale will be September 9, at Fort Mason; the business community gave $21,000.00 to the Friends; Grace McDuff was guest of honor at a Friends affair in Santa Cruz.

KEEP LIBRARIES ALIVE REPORT

1. No report.

PLANNING AND OPERATIONS COMMITTEE
COMMISSIONER RAYE G. RICHARDSON

1. No report.

PUBLIC RELATIONS

1. No report.

PERSONNEL COMMITTEE
COMMISSIONER EDWARD CALLANAN

1. It was moved by Commissioner Callanan, seconded by Commissioner Raymundo and unanimously approved that the following resolutions #1149 and #1150 be adopted:

APPROVED, Non-Civil Service Temporary and Recertification of Temporary appointments made during the months of June and July, 1979.

FINANCE COMMITTEE
COMMISSIONER MAURICE ENGLANDER

1. It was moved by Commissioner Englander, seconded by Commissioner Callanan and unanimously approved that the following resolution be adopted:

RESOLUTION #1151

RESOLVED, that the Library Commission hereby authorizes the attendance of Glenda Hooper at the Tri-System Planning meeting September 5 and the California State Library Board regular meeting September 6 in Sacramento, expenses to be paid from Bay Area Reference Center funds, as such funds permit.

2. It was moved by Commissioner Englander, seconded by Commissioner Jebe and unanimously approved that the following resolution be adopted:

RESOLUTION #1152

AUTHORIZING THE SAN FRANCISCO PUBLIC LIBRARY TO APPLY FOR, ACCEPT AND EXPEND FUNDS UNDER THE CALIFORNIA LIBRARY SERVICES ACT FOR 1979-80.

WHEREAS, the California Library Services Board has funds available under the California Library Sercices Act (Education Code Title I, Division I, Part 11, Chapter 4) to a-sist and support the sharing of library materials and services by California Libraries; and

WHEREAS, the San Francisco Public Library has received approval from the State Library of funding of $22,783.00 to provide improved reference service to the underserved; now therefore, be it

RESOLVED, that the San Francisco Public Library be authorized to apply for, accept and expend this amount for fiscal year 1979-80; and be it

FURTHER RESOLVED, that the acceptance of these funds does not commit the City and County of San Francisco to continuance beyond the period covered by said grant funds.

3. It was moved by Commissioner Englander, seconded by Commissioner Callanan and unanimously approved that the following resolution be adopted:

RESOLUTION #1153

RESOLVED, that the Library Commission hereby authorizes the attendance of Pat Stewart, Phil Whitney, Martin Magid and Dan Tatko to the National Newspaper Index and Magazine Workshop in Palo Alto, California, August 23, 1979; expenses to be paid from State funds (Public Library Services Act) in accordance with no. 12-N of the Library's Plan of Service, as such funds permit.

COMMUNICATIONS

1. None.

NEW BUSINESS

1. Commissioner Jebe reported that he was impressed with his visit to the Dance Archives at the Communications Center.

Then a motion was made by Commissioner Jebe, seconded by Commissioner Englander and unanimously approved that the Commission contact the City Attorney and have a formal document or agreement drawn up for the Dance Archives so that the City and the Public Library would not be held responsible for any damage caused to the Dance Archives.

ADJOURNMENT

1. There being no further business to transact, the August 7, 1979 Commission Meeting was adjourned at 9:45 p.m.

2. The next regular meeting will be held Tuesday, September 4, 1979, at 7:30 p.m., in the Main Library.

Respectfully submitted,

George Cerasi

GEROGE CERASI
Secretary
Library Commission

SEP 13 1979

DOCUMENTS DEPT.
S.F. PUBLIC LIBRARY

SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

Minutes

September 4, 1979

The regular meeting of the San Francisco Public Library Commission was held Tuesday, September 4, 1979, at the Main Library.

The meeting was called to order at 7:40 p.m. by President Stern.

On roll call, the following were noted present: Commissioners Stern, Englander, Jebe, Raymundo, Callanan, Bransten, and Richardson.

It was moved by Commissioner Callanan, seconded by Commissioner Bransten and unanimously approved that the August 7, 1979, Commission Minutes be approved.

FIRM PROJECT

There was lengthy discussion of the Firm (Financial Information & Resource Management) Project. Peter Henschel and Bill Seaton will assist the Library in this project.

There is no mandate to cut the Library's budget. The project will help the Library to justify its budget before the Mayor and Board--1980-81. The project will make the budget more than just an accounting tool--Library staff will be able to understand it and to ask questions about it. The project consists of setting goals and objectives.

CITY LIBRARIAN'S REPORT
Mr. John C. Frantz

1. Last month, Mr. Frantz reported some gradual reductions in Main Library services made necessary by a combination of the salary savings and the already felt changes in CETA regulations. Feeling that the problem cannot wait until the October meeting, Mr. Frantz asked President Stern to call a special meeting of the Commission. The special meeting will be held Thursday, September 13, at 7:30 p.m. to discuss our situation as far as staff goes--how we are going to get out of the CETA changes.

2. On August 3, the City requested from the Department of Labor a waiver for varying periods of time of the layoff requirements under new CETA regulations for certain occupational titles. Librarians are among those titles, and the justification for the request is the very poor labor market in the Bay Area for professional librarians. With the Mayor's consent, Mr. Frantz wrote to the San Francisco congressional delegates endorsing the City's request to make special consideration for the category of librarian. He was told the Department of Labor will make a decision this week and hopefully we will know the answer next week.

   Alternative plans for reductions in the branches will also be discussed at the special meeting on September 13.

3. Joan Dillon, Assistant Coordinator of Children's Services, filed a proposal for library participation in a reading fundamental program. Mr. Frantz wanted the library to sponsor the program but did not want the activities taking place in the library. Joan came up with a good idea of book loans, book distribution, library information, etc., in some of the health centers around the county--3 of them.

4. Anne Kincaid reported that BARC gave us funds for a new magazine index which is superior to the magazine guide--it holds more information. The magazine index will be located in General Reference. With this new machine we will be able to save an incredible amount of staff research time. It will be available for the public as well as the librarians.

5. Fred Glazer, State Librarian of Virginia and public relations expert, is working on a public relations campaign aimed at encouraging reading, supporting libraries, etc., the theme "Be With a Book for a Day". California was the only one out of the 50 states not to support the program. Mr. Frantz was called and asked if we would pick up the ball for this state. Materials will be distributed. There will be more information later.

6. Civil Grand Jury's report was released to City departments. First time in a number of years that they failed to take note of the severe space shortage of the library.

SECRETARY'S REPORT
Mr. George Cerasi

1. Our new security guards--2 of them--will be enrolled in training courses at the Police Academy.

2. No contract was awarded for branch window washing. Mr. Cerasi called the Purchaser and was told that we could look at the contractors' listings for the other departments and pick one. We must keep the cost under $500.

3. Nibbi Brothers, private contractors, are starting to construct restroom facilities for the meeting room at Waden Branch.

OTHER STAFF REPORTS

1. Karen Scannell announced the grand opening of Park Branch on September 12, 7-9 p.m.

LIBRARIANS' GUILD REPORT

1. Bonnie Jo Dopp asked what distribution of the Grand Jury Report is made. Also,

2. The issue of librarians working out of class in the system. This will be discussed on Tuesday, September 18, at 4:30 by the Personnel Committee.

FRIENDS REPORT

1. Book sale September 19, Fort Mason.

PUBLIC RELATIONS COMMITTEE

1. Universal Borrowing will be discussed at the next committee meeting on Wednesday, September 12, at 12:15 p.m.

PLANNING AND OPERATIONS COMMITTEE

1. Mr. Cerasi reported that we will get 2 Senior aides to cover the branches during meeting nights.

PERSONNEL COMMITTEE

1. Discussed distribution of pay checks at the last meeting resulting in the decision that the Secretary's Office would provide someone to get the checks to the branches on time, with help from the branch delivery.

2. It was moved by Commissioner Callanan, seconded by Commissioner Richardson and unanimously approved that the following Resolution #1156 be adopted:

APPROVED, Non-Civil Service Temporary and Recertification of Temporary appointments made during the month of August, 1979.

FINANCE COMMITTEE

1. It was moved by Commissioner Englander, seconded by Commissioner Callanan and unanimously approved that the following resolution be adopted:

RESOLUTION #1157

AUTHORIZING LIBRARY TO APPLY FOR AND ACCEPT FEDERAL FUNDS THROUGH THE STATE LIBRARY SYSTEM FOR THE EXTENSION OF THE SAN FRANCISCO PUBLIC LIBRARY REFERENCE PROJECT FOR 1980-81.

WHEREAS, the San Francisco Public Library has been receiving funds since 1967 under the Federal Library Services and Construction Act administered by the California State Library for the operation of its reference project, the Bay Area Reference Center; and

WHEREAS, the San Francisco Public Library has been named one of two Regional Resource Centers in California under the Library Services and Construction Act in recognition of successful operation of the above reference project; now, therefore, be it

RESOLVED, that the San Francisco Public Library be authorized to apply for and accept funding for 1980-81 to be applied to the Bay Area Reference Center; and, be it

FURTHER RESOLVED, that this approval shall not commit the City and County of San Francisco to continuance beyond the period covered by said grant funds.

COMMUNICATIONS

1. President Stern read a letter from a blind student to save the tape library at Lawton School.

2. There was discussion about protesting the closing of Fulton Street for private activities.

3. Another letter was read regarding saving Ingleside Branch.

ADJOURNMENT

1. There being no further business to transact, the September 4, 1979, Commission meeting was adjourned at 9:20 p.m.

2. A special meeting of the Commission will be held Thursday, September 13, at 7:30 p.m.

3. The next regular meeting will be held Tuesday, October 2, 1979, at 7:30 p.m., in the Main Library.

Respectfully submitted,

George Cerasi

George Cerasi, Secretary
Library Commission

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MINUTES OF THE SAN FRANCISCO PUBLIC LIBRARY SPECIAL COMMISSION MEETING SEPTEMBER 13, 1979

SEP 19 1979
DOCUMENTS DEPT
S.F. PUBLIC LIBRARY

A Special Meeting of the San Francisco Public Library Commission was held on Thursday, September 13, 1979, in the Main Library.

The meeting was called to order at 7:50 p.m. by President Stern.

On roll call, Commissioners Stern, Richardson, Englander, and Callanan were present. Commissioners Bransten, Jebe, and Raymundo were excused.

At about 4:30 p.m. today, Mr. Frantz learned from the Mayor's Office that the Department of Labor had approved the waiver of the layoff requirements for CETA librarians. Negotiations are continuing through the end of this week and possibly into next week for employees in the library tech classification. Therefore, a branch reorganization plan was not presented. Hopefully, by the regular October meeting, we will have come up with a staffing plan that will incorporate the CETA waiver. The staffing structure that will face us during the rest of the fiscal year should be known in advance of the next regular meeting. We don't know yet the length of the extension.

In response to an inquiry about replacements, we are not only losing some number of vacancies but also the level of positions.

UNIVERSAL BORROWING

Commissioner Richardson reported, in the absence of Commissioner Bransten that the Public Relations Committee agreed to submit to the full Commission the following motion:

> "We recommend that Universal Borrowing be adopted, pursuant to an assessment of the impact of the loss of CETA employees on the First of January, and that the automatic circulation machinery be in satisfactory operation, for a six-month period."

The motion was seconded by Commissioner Callanan and unanimously approved.

HARVEY MILK MEMORIAL

There was discussion that a branch room and collection be named in honor of Harvey Milk instead of a branch building (Eureka Valley). The issue was referred back to the Public Relations Committee for reconsideration.

ADJOURNMENT

There being no further business to transact, the September 13, 1979, Special Commission Meeting was adjourned at 8:35 p.m.

The next regular meeting will be held on Tuesday, October 2, 1979, at 7:30 p.m. in the Main Library.

Respectfully submitted,

George Cerasi

George Cerasi
Secretary, Library Commission

OCT 16 1979

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SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

OCTOBER 2, 1979

The regular meeting of the San Francisco Public Library Commission was held Tuesday, October 2, 1979, at the Main Library.

The meeting was called to order at 7:40 p.m. by President Stern.

On roll call, the following were noted present: Commissioners Stern, Bransten, Callanan, Englander, Jebe, Raymundo, and Richardson

It was moved by Commissioner Raymundo, seconded by Commissioner Richardson and unanimously approved that the September 4, 1979 Commission Meeting Minutes be approved with the following addition brought to the Commission's attention by Flo Mitchell: Librarian's Guild report: "Biblios (Library Women's Softball Team) defeated the Tops And Trousers team by a score of 15-13, on Saturday, September 1, 1979.

It was moved by Commissioner Englander, seconded by Commissioner Richardson, and unanimously approved, that the September 13, 1979 Special Commission Meeting Minutes be accepted.

CITY LIBRARIAN'S REPORT
MR. JOHN C. FRANTZ

1. It was suggested by Mr. Frantz that a meeting of the Finance Committee be held in October to assess the budget instructions sent from the Mayor's Office.

2. It was relayed to the Commission that Ceta Extensions have effected nearly all of the Library Ceta Employees, and that there were 3 Ceta resignations and the layoff of one elevator operator.

3. Mr. Frantz stated that the duration of Ceta Extensions has not been announced, but a possible route of proceedure could be to grant a 90 day extension, review each Ceta Employee on an occupational and individual basis and determine whether to make extensions for 3 months. It is possible there may be reductions up to 25% each quarter of Ceta Employees who would get this extension.

4. Mr. Frantz and President Stern attended a Press Conference on September 19 announcing the opening of the World of Shakespeare exibit. The Library is cooperating and sponsoring a series of Shakespeare courses here in the Library beginning October 13.

5. On the evening of September 26 there was an unveiling of the Oxford-Lectern Bible including Andrew Hoyem as a principal speaker, and an hour and a half slide lecture.

6. It was stated that on October 1 the first edition (1605) of Cervantes' Don Quixote was shipped from the Library of Congress and is expected to arrive at the San Francisco Public Library the morning of October 3. There will be an unveiling on October 19 at 7:30 p.m. with Commissioner Bransten representing the Library Commission.

SECRETARY'S REPORT
MR. GEORGE CERASI

1. The Commission was informed that the San Francisco Police Department approved the Library's request for a Blue Zone, and the order for installation has been sent to the Department of Public Works. It is anticipated that within a few weeks the project will be completed.

LIBRARIAN'S GUILD REPORT

1. Flo Mitchell stated the difficulty that has existed in receiving answers sent to the Administration, and requested this not continue.

OTHER STAFF REPORTS

1. No reports.

FRIEND"S REPORT

1. No report.

KEEP LIBRARIES ALIVE REPORT

1. Mary Louise Stong reported that the Neighborhood Coalition Meeting met on Saturday, September 29 to establish a platform to present to a National Association of Neighborhoods Meeting to take place in November. They approved a resolution to support Senate Bill #1124- National Library Act which projects a budget as follows: 50% State sources, 30% Local sources, and 20% Federal sources.

PLANNING AND OPERATIONS COMMITTEE
COMMISSIONER RAYE RICHARDSON

1. Commissioner Richardson informed the Commission that the Planning & Operations Committee met on the Bernal Heights wall resolution, and recommends the Commission's approval of the use of the back wall of the building for the mural. This would be subject to the approval of the Art Commission and also require a letter from the group who will be doing the painting, stating how the artists will be selected and what theme the mural will be done around.

2. Commissioner Richardson suggested the Commission retain a loose control so as to assure that the mural doesn't offend patrons, neighborhoods, or the policy of the Commission.

3. The Committee is waiting for a reply from the Art Commission before this project can advance further.

4. Problems of vandalism directed towards the Library and possible ways of diminishing them were discussed; suggestions made were meetings with police, community involvement, organization projects, etc.

5. The problem of graffiti on Library walls and the role of Public Works in assisting the Library with painting these was raised.

6. It was moved by Commissioner Richardson to approve with reservation the Bernal Branch Mural Project, seconded by Commissioner Englander and unanimously approved.

PUBLIC RELATIONS
COMMISSIONER E. BRANSTEN

1. Commissioner Bransten informed the Commission that a meeting was held on September 27 at 12:30 p.m. to discuss how to memorialize Harvey Milk.

2. The Public Relations Committee recommends that it conduct an announced Neighborhood Public Meeting to be held in mid-November, at which time two alternative proposals can be presented. They are as follows:

1. to name a branch after H. Milk (possibly the Eureka Valley Branch).
2. that a special collection, in a special room, of gay materials be established in honor of Milk.

3. Mr. Cerasi relayed a message from Henrietta Abrams saying she had previously proposed that the Community Room at Park Branch be named after Milk.

4. The recommendation made by Commissioner Bransten was accepted by President Stern and the entire Committee.

PERSONNEL REPORT
COMMISSIONER EDWARD CALLANAN

1. It was moved by Commissioner Callanan, seconded by Commissioner Richardson and unanimously approved, that the following resolution # 1158 be adopted:

APPROVED, Non-Civil Service Temporary and Recertification of Temporary appointments made during the month of September , 1979.

2. The Committee met to discuss the working out of classification problems and asks the Administration to draw up a draft of new class specifications for Librarians I,II,III, delineating degrees of responsibility.

3. It was asked that the Administration come up with the new drafts and that they consult with the Guild before the presentation.

FINANCE REPORT
COMMISSIONER MAURICE ENGLANDER

1. No report.. Meeting Cancelled.

COMMUNICATIONS

1. Paris communique from James Chaffee sending greetings to Library Commission.

NEW BUSINESS

1. Commissioner Englander informed the Commission that the Ad Hoc Committee was established to inquire into the increasing demands of space in the Special Collections at the Presidio Branch Library.

2. Commissioner Englander met with Jim McGinnis concerning property and was told that the Madison School showed potential and asks the Commission to make arrangments to look at that property.

3. Mr. Frantz reported that President Stern was selected delegate-at-large to the WhiteHouse Conference on Libraries.

ADJOURNMENT

1. There being no further business to transact, the October 2, 1979 Commission Meeting was adjourned at 9:15 p.m.

2. The next regular meeting will be held Tuesday, November 6, 1979, at 7:30 p.m., in the Main Library.

Respectfully submitted,

George Cerasi

George Cerasi
Secretary
Library Commission

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COMMISSION MEETING

Minutes

NOVEMBER 6, 1979

The regular meeting of the San Francisco Public Library Commission was held Tuesday, November 6, 1979, at the Main Library.

The meeting was called to order at 7:45 p.m. by President Stern.

On roll call, the following were noted present: Commissioners Stern, Bransten, Callanan, Englander, Jebe and Raymundo. Commissioner Richardson was excused.

It was moved by Commissioner Jebe, seconded by Commissioner Raymundo and unanimously approved that the October 2, 1979 Commission Meeting Minutes be accepted.

CITY LIBRARIAN'S REPORT
MR. JOHN C. FRANTZ

1. Mr. Frantz introduced Jim McGinnis, Chairperson for the Committee of Blind Patrons to speak of the recent efforts being made to improve conditions for handicapped persons in regards to Library services.

The Commission was informed by Mr. McGinnis that he and Mr. Marcellino consulted with the Property Committee at the Board of Education and School District.

Three abandoned buildings that showed possibilities for the needs of handicapped patrons were looked at. One building, Madison School at Presidio and Sacramento having outstanding qualities, ie. almost immediate wheelchair access, restrooms requiring minimal work for use of handicapped people, desirable location, etc.

Mr. McGinnis asked the Library Commission to seriously consider this matter so that his Committee can meet with the Board of Education Property Committee and begin negotiations.

The Commission was informed that Mayor Feinstein has written a letter to the Superintendent of Schools as well as the Board of Education asking they investigate the possibility of the use of the abandoned schools.

Samples of Library Services for the Blind were presented to the Commission. They consisted of two cassettes with recorded voter information; their unique feature was a special index audible at fast-forward speed. Mr. McGinnis gave an explanation of how they work, and why they are so very important to the Blind.

Mr. Marcellino pointed out the urgent need for space, specifically a building to accomodate handicapped peoples, and the degree of overcrowding that presently exists at the Presidio Library. He urged the Commission to ask the Board of Education to give the Blind Patrons Committee such a space for a nominal fee.

Commissioner Englander, Chairperson for the Ad Hoc Committee explained why the Committee was unable (due to school strike & hospitalization of people involved) to make arrangements to view

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the building as planned.

Commissioner Englander stated that the School Board wants maximum for its buildings (which were built with public money and therefore felt they should be used for public purposes.) The Board is therefore reluctant to lease its buildings for less than the standard rate of 37¢ per foot.

At President Stern's suggestion the Library Commission agreed that a number of its members would visit Madison School.

Commissioner Englander Volunteered to make an appointment to do this through the necessary channels.

2. Mr. Frantz stated that on October 18 he and President Stern met with a Civil Service Commissioner who requested the Commission open the Library on Sundays. Mr Frantz suggested this be referred to the Planning & Operations Committee for discussion.

Mr. Frantz stated that the Library's moving on a Financial Information and Resource Management Program (FIRM) and that the budget for the year after next will be compiled entirely in that format. It is hoped by the next Commission meeting there will be some preliminary definitions of concepts.

3. The Commission was informed by Mr. Frantz that he'd talked with Shirley Hufstedler, the Secretary-Designate of the Department of education and expressed to her his interest in the status and visibility of the Library in the Department of Education. He encouraged her to consider organizing Library and information programs at the level of Assistant Secretary.

4. The Library has yet to receive budget instructions from the Mayor's Office.

5. The opening of the Chinatown Branch Community Room on November 1 was a successful as well as delightful event for all who participated. The dedicated efforts of Stella Chan, Branch Librarian are formally acknowledged and appreciated.

6.. Mr. Frantz informed the Commission of the ALA Scholarship that enabled two staff members to attend a Literacy Training Program. The condition of the Scholarship was that those attending would bring back information and share it with other librarians. Anne Kincaid and two staff members attended-B.J. Dopp & George Glushenok.

Ms. Kincaid stated that after attending the conference, she, Ms. Dopp and Mr. Glushenok felt they could best serve as information brokers concerning problems involved with literacy to be faced right now, and how to connect with people in programs currently in effect.

7. Mr. Frantz informed the Commission of an invitation sent by the Black Gold Library System Advisory Board asking members of System Advisory Boards to meet during the California Library Association Conference, scheduled for Sunday the 9th of December. Commissioner Raymundo will be the official representative.

8. The Commission was reminded that its President, Marjorie G.

Stern will be attending the Whitehouse Conference on Library and Information Services as Delegate-at-Large from November 15-19.

SECRETARY'S REPORT
MR. GEORGE CERASI

1. No report.

LIBRARIAN'S GUILD REPORT

1. Flo Mitchell informed the Commission again that there has been no response to letters sent to the Administration. Ms. Mitchell further stated the difficulty this poses to staff members.

Commissioner Stern suggested the letters be resubmitted to the Administration and that there be a definite response to them from the City Librarian.

Ms. Mitchell stated that she would bring this suggestion back to the Guild.

2. Flo Mitchell made the suggestion that the Library be put on a Tuesday through Saturday Holiday schedule for the period of December 26-29 (Tuesday 25-Legal Holiday) and January 2-5 (January 1-Legal Holiday). This would allow both Christmas Eve Day and New Year's Eve Day off to Library employees, who would then work Saturday the 29th and 5th to compensate. Upon motion, unanimously approved.

OTHER STAFF REPORTS

1. No reports.

FRIEND'S REPORT

1. No report.

KEEP LIBRARIES ALIVE REPORT

1. No report.

PLANNING & OPERATIONS COMMITTEE
COMM. RAYE RICHARDSON

1. Commissioner Callanan informed the Commission that two reservations on establishing the Meeting Room Policy were:

1. the cost of renting Meeting Rooms
2. when the Ceta people involved would be established

It was moved by Commissioner Englander, that the Meeting Room Policy be ammended in Section C to read - "Groups which occupy meeting rooms at times when the Library is closed to the public, or at times when library staff are not regularly scheduled on duty in the building, may be required to reimburse the library for any additional costs incurred in providing custodial services." Section C originally read "will be required." This was seconded by

Commissioner Raymundo, and approved.

Commissioner Callanan moved to amend the Meeting Room Policy by striking it of section C altogether. This was seconded by Commissioner Bransten, and approved.

Mr. Cerasi read two letters concerning the Meeting Room Policy at Bernal Branch, each advocating that the present be maintained. The letters were written by the Bernal Heights Ladies Club and Clergy members and teachers at St. Kevin's Church.

Commissioner Bransten moved that the Meeting Room Policy be amended under section A. This was seconded by Commissioner Jebe. Ayes- Bransten, Jebe. Nay- Raymundo, Callanan and Englander.

Commissioner Bransten amended his motion to send the policy back to the Committee for improvement (especially at the time that information on Ceta employees is made available). Aye- Callanan, Bransten. Nay- Raymundo, Jebe and Englander.

After further discussion, President Stern referred the entire policy back to the Committee for further work.

Ruth McGinnis pointed out to the Commission the difficulty that exists for Library staff functioning under vague policies, and voiced the need for a definite policy immediately.

PUBLIC RELATIONS
COMM. E. BRANSTEN

1. Commissioner Bransten informed the Commission that the Public Relations Committee has set a date for the Public Hearing on the honoring of Harvey Milk. It is to be held on Thursday, November 29 (no time yet established). It is requested that the Library make this public knowledge and that all Commissioners attend. (It has since been postponed to Mid-December.)

President Stern referred to several letters she has received concerned with changing the name of Eureka Valley Branch to Harvey Milk Library, and noted that this subject is going to generate a great deal of controversy.

PERSONNEL REPORT
COMM. E. CALLANAN

1. It was moved by Commissioner Callanan, seconded by Commissioner Raymundo and unanimously approved, that the following Resolution #1159 be adopted:

APPROVED, Non-Civil Service Temporary and Recertification of Temporary appointments made during the month of October, 1979.

2. Commissioner Callanan informed the Commission of a meeting held by the Public Relations Committee which tried to resolve the question of working out of class. What came under discussion was the adoption of a new set of specifications for various classifications of Librarian's I, II, III and Library Pages.

Mr. Frantz noted the requirements for Library Pages, they are: The requirement to have graduated from high school or an equivalent, and enrollment in a secondary institution is desirable.

Mr. Frantz further noted possibilities in changing Library class dependent upon supervision of a small, medium or large size branch or Main Library Department.

Definitions were adopted by the Committee in regards to small, medium and large classifications of Departments and branches.

Commissioner Callanan moved the adoption of changes as outlined. This was seconded by Commissioner Englander and unanimously approved.

President Stern asked that the Secretary of the Libary Commission, Mr. George Cerasi furnish information such as branch, department sizes, Library class etc., established during meetings, to staff members.

FINANCE REPORT
COMM. MAURICE ENGLANDER

1. No report. Meeting cancelled.

2. It was moved by Commissioner Englander, seconded by Commissioner Bransten and unanimously approved that the following Resolutions be adopted:

RESOLUTION #1160

RESOLVED, that the Library Commission hereby authorizes the attendance of Dolores Gater, Anna Holmboe, Linda Geistlinger, susanne Lo, Shirley McLaughlin, Gloria Neiman, and Ruth Russell to School Library Journal's one-day workshop on Paperback Seminar in Oakland, September 29th (1979): expenses to be paid from State funds (Public Library Services Act) in accordance with No. 12-N of the Library's Plan of Service, as such funds permit.

RESOLUTION #1161

RESOLVED, that the Library Commission hereby authorizes the attendance of Faith Van Liere and Maggie Walsh to the Workshop on Document Aquisition sponsored by the Government Publications Chapter of CLA in Sacramento on Friday, September 14, 1979; expenses to be paid from State funds (Public Library Services Act) in accordance with No. 12-N of the Library's Plan of Service, as such funds permit.

RESOLUTION #1162

RESOLVED, that the Library Commission hereby authorizes the attendance of Anne Kincaid to the California Council of Library Systems Meeting & C.L.S. Board Meeting in Sacramento, September 5-6, 1979; expenses to be paid from State funds (Public Library Service Act) in accordance with No. 12-N of the Library's Plan of Service, as such funds permit.

RESOLUTION #1163

RESOLVED, that the Library Commission hereby authorizes the attendance of Debbie Sommers, Faith Van Liere and Ann Williams to the 1980 Census User Conference sponsored by Association of Bay Area Governments at the San Francisco Hilton, October 17, 1979; expenses to be paid from State funds (Public Library Service Act) in accordance with No. 12-N of the Library's Plan of Service, as such funds permit.

RESOLUTION #1164

RESOLVED, that the Library Commission hereby authorizes the attendance of Nancy Musser to California Library Association's How to Influence Job Performance: A Strategy Workshop for Managers, December 7, 1979 at the San Francisco Hilton; expenses to be paid from State funds (Public Library Service Act) in accordance with No. 12-N of the Library's Plan of Service, as such funds permit.

COMMUNICATIONS

1. None.

NEW BUSINESS

1. President Stern stated the themes of the Whitehouse Conference on Libraries. They are as follows:

Library and Information Services for-

1. meeting personal needs
2. enhancing life-long learning
3. improving organizations & professions
4. effectively governing our society, and
5. increasing international cooperation

President Stern informed the Commission that 2/3 of the people attending the Conference are lay citizens including the under-priviledged, handicapped, blind etc. One-third are librarians or library related.

3. Commissioner Englander moved to make it Commission Policy not to meet on election night. This was seconded by Commissioner Jebe and unanimously approved.

ADJOURNMENT

1. There being no further business to transact, the November 6, 1979 Commission Meeting was adjourned at 9:50 PM.

2. The next regular meeting will be held Tuesday, December 4, 1979, at 7:30 PM, in the Main Library.

Respectfully Submitted,

George Cerasi

George Cerasi, Secretary
Library Commission

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COMMISSION MEETING

Minutes

DECEMBER 4, 1979

The regular meeting of the San Francisco Public Library Commission was held Tuesday, December 4, 1979, at the Main Library.

The meeting was called to order at 7:45 p.m. by President Stern.

On roll call, the following were noted present: Commissioners Stern, Bransten, Callanan, Englander, Jebe and Richardson. Commissioner Raymundo was excused.

It was moved by Commissioner Englander, seconded by Commissioner Callanan and unanimously approved that the November 6, 1979 Commission Meeting Minutes be accepted.

CITY LIBRARIAN'S REPORT
MR. JOHN C. FRANTZ

1. Mr. Frantz yielded time for reportage on the Whitehouse Conference on Library and Information Services.

2. Commissioner Stern, delegate at large to the Conference gave her impressions of the week in Washington, describing it as "fascinating, frustrating & frenetic". She further reported that the Conference brought together marvelous people working together for the common interest of Libraries.

The Commission was told of the workshops that took place at the Conference, and of the long days those participating put in.

Commissioner Stern reiterated the basic composition of the Conference-that it consist of 2/3 community people (underserved & handicapped) and 1/3 Library related. She further noted the difficulty this presented, primarily with many people uninformed as to pertinent issues.

The Commission was explained the format of the Conference. The five themes of the Conference-meeting personal needs, enhancing lifelong learning, improving organizations and professions, effectively governing our society, and increasing International Cooperation all had a number of workshops. These workshops had no chairperson but they did have a facilitator. Workshops began with "brainstorming", from which ideas were condensed. Each workshop was 9 hours, 3-3 hour sessions. Ultimately, 29 resolutions for the total Conference were adopted.

Commissioner Stern read a list of speakers that attended the Conference, and played for the Commission President Carter's remarks to the delegates.

The Commission was informed that its delegate-at-large purchased several tapes at the Conference and that Ethel Crockett purchased the entire set for the Stae Library.

3. Mr. Frantz informed the Commission that the LSCA budget request is down from 62.5 million to 56.9 million, but that efforts will be made to have Congress increase it to at least the present level.

4. Mary Louise Stong who also attended the Whitehouse Conference informed the Commission that two resolutions supporting the National Library Act were approved.

5. Roberto Esteves reported on the work underway between the San Francisco Public Library and the Oakland Public Library to establish a System Development for Services for the Disabled, a preliminary to a joint system. Next month a resolution will be presented.

6. Mr. Frantz made two referrals to the Planning and Operations Committee:

1. a letter from Ethel Crockett to Mayor Feinstein suggesting that the City of San Francisco conribute to the support and operation of the Sutro Library located at USF.
2. An encouragement that all City Departments look at their revenue sources and see if additional revenue can't be generated. Mr. Frantz has asked Bill Ramirez and Jim Reilly to do a study and look into fines, fees, and Library Charters and present staff recommendations for change.

7. The Commission was informed that according to Ceta regulations, maximum Ceta Service is 18 months. A Ceta employee must be involved in a "project", defined as a course of work accomplishing a goal by the end of the 18 months.

Mr. Frantz stated that the City is short on required proportions of private sector non-profit Ceta employments. One third of the City's new Ceta employees must be placed in private non-profit organizations. The extensions effective through December 31 seem to be extended again through March 31.

Mr. Frantz noted that to date the three people effected by Ceta terminations are Judith Waldhorn, Judith Solomon, and Russell Hartly. Mr. Frantz inquired as to the possibilities of getting an additional 90 day extension, and also the possibility of these people being added to the Archives Board.

8. Mr. Frantz introduced a resolution and urged the Commission to move its adoption. The resolution was then moved by Commissioner Englander, seconded by Commissioner Jebe and unanimously approved.

WHEREAS, the American musical is widely acknowledged as a unique contribution to the lyric stage, and

WHEREAS, beginning with The Firefly in 1912, Rudolf Friml through his more than thirty operettas was a key figure in the transition to this distinctively American form of musical theatre, and

WhEREAS, in such works as Rose-Marie and The Vagabond King he has left a wealth of enduring sings including 'Giannina Mia', 'Donkey Serenade', 'Sympathy', 'Some Day', 'Only a Rose', and 'Indian Love Call', now, therefore; be it

RESOLVED, that during its own centennial year the San Francisco Public Library join in the many expressions of tribute on the 100th anniversary of Rudolf Friml's birth, December 7, 1879; and be it

FURTHER RESOLVED, that the Library look forward to the next 100 years and more as his timeless melodies continue to delight succeeding generations.

10. The Commission was informed that the Mayor's Office and the Board of Supervisors approved the increase of authorized funding of the Revolving Fund from $10,000-$20,000. This does not alter appropriations but it allows the Library to pay vendors more quickly and comprehensively.

SECRETARY'S REPORT
MR. GEORGE CERASI

1. Mr. Cerasi announced that Linda Anthony passed the 1444 Civil Service Test and will likely become a permanent library employee.

LIBRARIAN'S GUILD REPORT

1. Flo Mitchell informed the Commission that Bonnie Jo Dopp has left San Francisco and is now working in Washington D.C.

OTHER STAFF REPORTS

1. No reports.

FRIEND'S REPORT

1. No report.

KEEP LIBRARIES ALIVE REPORT

1. No report.

PLANNING & OPERATIONS COMMITTEE

1. No report.

PERSONNEL REPORT

1. It was moved by Commissioner Callanan, seconded by Commissioner Richardson and unanimously approved that the following resolution #1165 be adopted:

RESOLVED, that the following Non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of November 1979 be approved:

FINANCE REPORT

1. No report.

2. It was moved by Commissioner Englander, seconded by Commissioner Callanan and unanimously approved that the following resolutions be adopted:

RESOLUTION # 1166

RESOLVED, that the Library Commission hereby authorizes the attendance of Pat Stewart to CLASS on line reference service workshop at the Oakland Holiday Inn on November 27, 1979; expenses to be paid from State funds (Public Library Services Act) in accordance with No. 12-N of the Library's plan of service, as such funds permit.

RESOLUTION # 1167

RESOLVED, that the Library Commission hereby authorizes the attendance of Joan Dillon, Alice Jacobs, Anna Holmbe, Katherine Gilmartin, Jackie Smeeth, Margaret Kostouros, Margaret Ysturiz to the National Council of Teachers of English 2 Day Conference in San Francisco, November 20-21, 1979; expenses to be paid from State funds (Public Library Services Act) in accordance with No. 12-N of the Library's plan of service, as such funds permit.

3. Commissioner Englander, Chairperson for the Ad Hoc Committee informed the Commission of a letter sent from the Mayor's Office to the School Department encouraging investigation into surplus school site property that might be suitable for the present services at the Presidio Branch-Communications Center.

There have been two exploratory meetings of the Ad Hoc Committee.

1. to see Madison School property and 170 Fell Street property.
2. Commissioner Englander and Commissioner Jebe along with Jim McGinnis and Leslie Eldridge met in Mr. Cully's Office, who is in charge of Property Management. They discussed Madison School and the 170 Fell Street property, the latter of which they were quite impressed with.

4. It was moved by Commissioner Englander, seconded by Commissioner Callanan and unanimously approved to continue looking into possible property sites.

5. Commissioner Englander suggested that after the election a meeting be arranged with the Mayor's Office to see if it will offer its support for an eventual aquisition.

6. Commissioner Jebe suggested that private funding be looked into as a financial source for this project.

7. Karen Scannell stated that the 170 Fell site appears usable and workable withnecessary alterations, should the site be secured. She said its potential for expansion was good.

8. It was moved by Commissioner Callanan, seconded by Commissioner Richardson and unanimously voted to give preliminary approval of the Ortega Branch Mural Project, subject to the selection of the artist and design.

COMMUNICATIONS

1. None.

NEW BUSINESS

1. President Stern informed the Commission of the new Nominating Committee she has appointed, consisting of Commissioners: Englander-Chairperson, Callanan, and Richardson.

ADJOURNMENT

1. There being no further business to transact, the December 4, 1979 Commission Meeting was Adjourned at 9:45 p.m.

2. The next regular meeting will be held Tuesday, January 8, 1980, at 7:30 p.m., in the Main Library.

Respectfully Submitted,

George Cerasi

George Cerasi, Secretary
Library Commission